



Dave Yost • Auditor of State

**BERNE UNION LOCAL SCHOOL DISTRICT
FAIRFIELD COUNTY**

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FAIRFIELD COUNTY**

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Dave Yost • Auditor of State

INDEPENDENT AUDITOR'S REPORT

Berne Union Local School District
Fairfield County
506 North Main Street
Sugar Grove, Ohio 43155

To the Board of Education:

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Berne Union Local School District, Fairfield County, Ohio (the District), as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for preparing and fairly presenting these financial statements in accordance with the cash accounting basis Note 2 describes. This responsibility includes determining that the cash accounting basis is acceptable for the circumstances. Management is also responsible for designing, implementing and maintaining internal control relevant to preparing and fairly presenting financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to opine on these financial statements based on our audit. We audited in accordance with auditing standards generally accepted in the United States of America and the financial audit standards in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require us to plan and perform the audit to reasonably assure the financial statements are free from material misstatement.

An audit requires obtaining evidence about financial statement amounts and disclosures. The procedures selected depend on our judgment, including assessing the risks of material financial statement misstatement, whether due to fraud or error. In assessing those risks, we consider internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not to the extent needed to opine on the effectiveness of the District's internal control. Accordingly, we express no opinion. An audit also includes evaluating the appropriateness of management's accounting policies and the reasonableness of their significant accounting estimates, as well as our evaluation of the overall financial statement presentation.

We believe the audit evidence we obtained is sufficient and appropriate to support our audit opinions.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Berne Union Local School District, Fairfield County, Ohio, as of June 30, 2013, and the respective changes in cash financial position and the budgetary comparison for the General Fund thereof for the year then ended in accordance with the accounting basis described in Note 2.

Accounting Basis

Ohio Administrative Code § 117-2-03(B) requires the District to prepare its annual financial report in accordance with accounting principles generally accepted in the United States of America. We draw attention to Note 2 of the financial statements, which describes the basis applied to these statements, which is a basis other than generally accepted accounting principles. We did not modify our opinion regarding this matter.

Other Matters

Supplemental and Other Information

We audited to opine on the District's financial statements that collectively comprise its basic financial statements.

Management's Discussion & Analysis includes tables of net position, changes in net position, governmental activities and long-term debt. This information provides additional analysis and is not a required part of the basic financial statements.

The Schedule of Federal Award Receipts and Expenditures also presents additional analysis as required by the U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations and is also not a required part of the financial statements.

These tables and the Schedule are management's responsibility, and derives from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. We subjected these tables and the Schedule to the auditing procedures we applied to the basic financial statements. We also applied certain additional procedures, including comparing and reconciling these tables and the Schedule directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and in accordance with auditing standards generally accepted in the United States of America. In our opinion, these tables and the Schedule are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Other than the aforementioned procedures applied to the tables, we applied no procedures to any other information in Management's Discussion & Analysis, and we express no opinion or any other assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 25, 2014, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. That report describes the scope of our internal control testing over financial reporting and compliance, and the results of that testing, and does not opine on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping initial "D".

Dave Yost
Auditor of State
Columbus, Ohio

March 25, 2014

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BERNE UNION LOCAL SCHOOL DISTRICT

*Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2013
(Unaudited)*

The discussion and analysis of the Berne Union Local School District's (the District) financial performance provides an overview and analysis of the District's financial activities for the fiscal year ended June 30, 2013. The intent of this discussion and analysis is to look at the District's financial performance as a whole. Readers should also review our notes to the basic financial statements and the financial statements themselves to enhance their understanding of the District's financial performance.

Financial Highlights

- ▶ Total net position of the District at June 30, 2013 is \$2,732,032. This balance was comprised of a \$586,607 balance in net position amounts restricted for specific purposes and a balance of \$2,145,425 in unrestricted net position.
- ▶ In total, net position of governmental activities decreased by \$470,745, which represents a 14.90 percent decrease from 2012. Net position of the business-type activities increased \$5,425 which represents a 14.04 percent increase from 2012.
- ▶ General receipts accounted for \$7,417,221 or 78.17 percent of all receipts of governmental activities. Program specific receipts in the form of charges for services and sales, operating grants and contributions accounted for \$2,071,317 or 21.83 percent of total receipts of \$9,488,538 for the governmental activities.
- ▶ The District had \$9,959,283 in disbursements related to governmental activities; only \$2,071,317 of these disbursements were offset by program specific charges for services and sales, operating grants or contributions. General receipts (primarily taxes and grants and entitlements) of \$7,417,221 and net position carried over from the prior year were used to provide for the remainder of these programs.
- ▶ The District had \$26,200 in disbursements related to business-type activities; all of these disbursements were offset by program specific charges for services and sales, operating grants and contributions.
- ▶ The District recognizes two major governmental funds: the General Fund and the Bond Retirement Fund. In terms of dollars received and spent, the General Fund is significantly larger than all the other funds of the District combined. The General Fund had \$8,122,231 in receipts and \$8,095,917 in disbursements in fiscal year 2013.

Using this Annual Report

This annual report consists of a series of financial statements and notes to those statements. These statements are presented following the requirements of GASB Statement No. 34, as applicable to the District's cash basis of accounting, and are organized so the reader can understand the District as a financial whole, an entire operating entity. The statements then proceed to provide an increasingly detailed look at specific financial activities.

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: the government-wide financial statements, fund financial statements and notes to the basic financial statements.

BERNE UNION LOCAL SCHOOL DISTRICT

Management's Discussion and Analysis

For the Fiscal Year Ended June 30, 2013

(Unaudited)

Reporting the District as a Whole

Government-Wide Financial Statements – Cash Basis

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to private-sector business. The statement of net position and statement of activities provide information about the activities of the whole District, presenting both an aggregate view of the District's finances and a longer-term view of those finances. These statements include assets using the cash basis of accounting which is a comprehensive basis of accounting other than generally accepted accounting principles. This basis of accounting takes into account all of the current year's receipts and disbursements based on when cash is received or paid.

The statement of net position presents information on all of the District's cash and net position. Over time, increases and decreases in net position are important because they serve as a useful indicator of whether the financial position of the District as a whole is improving or deteriorating. The cause of this change may be the result of several factors, some financial and some not. Nonfinancial factors include the District's property tax base, current property tax laws in Ohio restricting revenue growth, facility conditions, required but unfunded educational programs, and other factors. Ultimately, the District's goal is to provide services to our students, not to generate profits as commercial entities do.

The statement of activities presents information showing how the District's net position changed during the recent fiscal year. All changes in net position are reported as cash is received or paid. Thus, receipts and disbursements are reported in this statement for some items that will only result in cash flows in the current fiscal period.

In both of the government-wide financial statements, the District's activities are divided into two distinct kinds of activities: governmental activities and business-type activities.

Governmental Activities

Most of the District's programs and services are reported here including instructional services, support services and operation of non-instructional services. These services are funded primarily by taxes, tuition and fees, and intergovernmental receipts including federal and state grants and other shared receipts.

Business-Type Activities

These services are provided on a charge for goods or services basis to recover all or a significant portion of the expenses of the goods or services provided. The District preschool operations are reported as business activities.

BERNE UNION LOCAL SCHOOL DISTRICT

*Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2013
(Unaudited)*

Reporting the District's Most Significant Funds

Fund Financial Statements

Fund financial reports provide detailed information about the District's major funds. The District uses many funds to account for a multitude of financial transactions. However, these fund financial statements focus on the District's most significant funds. The District's two major governmental funds are the General Fund and Bond Retirement Fund.

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objective. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District can be divided into one of three categories: governmental, proprietary and fiduciary funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on current inflows and outflows of spendable cash, as well as on balances of spendable cash available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term requirements. These funds are reported using cash basis of accounting.

Proprietary Funds

Proprietary funds have historically operated as enterprise funds using the same basis of accounting as business-type activities; therefore, these statements will essentially match the information provided in the statements for the District as a whole. These funds are reported using the cash basis of accounting.

Fiduciary Funds

The District's fiduciary funds are the private purpose trust and agency funds. We exclude these activities from the District's other financial statements because the District cannot use these assets to finance its operations. Private purpose trust funds are held in a trustee capacity for individuals, private organizations, or other governments while agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. Fiduciary funds use the cash basis of accounting.

BERNE UNION LOCAL SCHOOL DISTRICT

*Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2013
(Unaudited)*

Notes to the Basic Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Government-Wide Financial Analysis

Recall that the statement of net position provides the perspective of the District as a whole, showing cash and net position. Table 1 provides a summary of the District's net position for 2013 compared to fiscal year 2012:

**Table 1
Net Position**

| | <u>Governmental Activities</u> | | <u>Business-Type Activities</u> | | <u>Total</u> | |
|----------------------------------|--------------------------------|--------------------|---------------------------------|-----------------|--------------------|--------------------|
| | <u>2013</u> | <u>2012</u> | <u>2013</u> | <u>2012</u> | <u>2013</u> | <u>2012</u> |
| Assets: | | | | | | |
| Cash and Cash Equivalents | \$2,687,954 | \$3,158,699 | \$44,078 | \$38,653 | \$2,732,032 | \$3,197,352 |
| <i>Total Assets</i> | 2,687,954 | 3,158,699 | 44,078 | 38,653 | 2,732,032 | 3,197,352 |
| <u>Net Cash Position:</u> | | | | | | |
| Restricted | 586,607 | 811,723 | 0 | 0 | 586,607 | 811,723 |
| Unrestricted | 2,101,347 | 2,346,976 | 44,078 | 38,653 | 2,145,425 | 2,385,629 |
| <i>Total Net Cash Position</i> | <u>\$2,687,954</u> | <u>\$3,158,699</u> | <u>\$44,078</u> | <u>\$38,653</u> | <u>\$2,732,032</u> | <u>\$3,197,352</u> |

Total Cash and Cash Equivalents decreased \$465,320 from fiscal year 2012. While there was a significant decrease in disbursements from the prior year, receipts also decreased from the prior year and overall, disbursements outpaced receipts during the year.

The District's largest portion of net position is unrestricted net position. Unrestricted net position represents resources that may be used to meet the District's ongoing obligations to its students and creditors.

The remaining balance of \$586,607 is restricted. The restricted net position is subject to external restrictions on how they may be used.

BERNE UNION LOCAL SCHOOL DISTRICT

*Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2013
(Unaudited)*

Table 2 shows the changes in net position for fiscal year 2013 and provides a comparison to fiscal year 2012.

Table 2
Changes in Net Position

| | <u>Governmental Activities</u> | | <u>Business-Type Activities</u> | | <u>Total</u> | |
|--------------------------------------|--------------------------------|------------------|---------------------------------|---------------|------------------|------------------|
| | <u>2013</u> | <u>2012</u> | <u>2013</u> | <u>2012</u> | <u>2013</u> | <u>2012</u> |
| <u>Receipts:</u> | | | | | | |
| <i>Program Receipts:</i> | | | | | | |
| Charges for Services and Sales | \$758,158 | \$857,751 | \$31,625 | \$37,230 | \$789,783 | \$894,981 |
| Operating Grants and Contributions | 1,313,159 | 1,280,973 | 0 | 0 | 1,313,159 | 1,280,973 |
| <i>General Receipts:</i> | | | | | | |
| Property Taxes | 3,068,296 | 3,196,117 | 0 | 0 | 3,068,296 | 3,196,117 |
| Income Taxes | 971,133 | 1,001,298 | 0 | 0 | 971,133 | 1,001,298 |
| Unrestricted Grants and Entitlements | 3,305,199 | 3,277,522 | 0 | 0 | 3,305,199 | 3,277,522 |
| Investment Earnings | 4,297 | 5,804 | 0 | 0 | 4,297 | 5,804 |
| Miscellaneous | 68,296 | 97,258 | 0 | 0 | 68,296 | 97,258 |
| <i>Total Receipts</i> | <u>9,488,538</u> | <u>9,716,723</u> | <u>31,625</u> | <u>37,230</u> | <u>9,520,163</u> | <u>9,753,953</u> |

(Continued)

BERNE UNION LOCAL SCHOOL DISTRICT*Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2013
(Unaudited)*Table 2
Changes in Net Position

| | <u>Governmental Activities</u> | | <u>Business-Type Activities</u> | | <u>Total</u> | |
|---|--------------------------------|-------------------------|---------------------------------|----------------------|-------------------------|-------------------------|
| | 2013 | 2012 | 2013 | 2012 | 2013 | 2012 |
| <u>Disbursements</u> | | | | | | |
| <i>Program Disbursements:</i> | | | | | | |
| <i>Instruction:</i> | | | | | | |
| Regular | 3,798,286 | 4,023,833 | 0 | 0 | 3,798,286 | 4,023,833 |
| Special | 1,412,750 | 1,361,729 | 0 | 0 | 1,412,750 | 1,361,729 |
| Vocational | 81,376 | 129,321 | 0 | 0 | 81,376 | 129,321 |
| Student Intervention Services | 150,000 | 200,000 | 0 | 0 | 150,000 | 200,000 |
| <i>Support Services:</i> | | | | | | |
| Pupils | 307,415 | 300,294 | 0 | 0 | 307,415 | 300,294 |
| Instructional Staff | 483,851 | 524,393 | 0 | 0 | 483,851 | 524,393 |
| Board of Education | 22,168 | 17,332 | 0 | 0 | 22,168 | 17,332 |
| Administration | 780,267 | 860,190 | 0 | 0 | 780,267 | 860,190 |
| Fiscal | 324,436 | 334,853 | 0 | 0 | 324,436 | 334,853 |
| Business | 7,732 | 25,009 | 0 | 0 | 7,732 | 25,009 |
| Operation and Maintenance of Plant | 683,894 | 758,569 | 0 | 0 | 683,894 | 758,569 |
| Pupil Transportation | 711,316 | 644,843 | 0 | 0 | 711,316 | 644,843 |
| Central | 6,259 | 4,445 | 0 | 0 | 6,259 | 4,445 |
| <i>Operation of Non-Instructional Services:</i> | | | | | | |
| Food Services | 338,707 | 295,639 | 0 | 0 | 338,707 | 295,639 |
| Extracurricular Activities | 264,050 | 265,132 | 0 | 0 | 264,050 | 265,132 |
| <i>Debt Service:</i> | | | | | | |
| Principal | 525,108 | 503,564 | 0 | 0 | 525,108 | 503,564 |
| Interest and Fiscal Charges | 61,668 | 79,612 | 0 | 0 | 61,668 | 79,612 |
| Preschool | 0 | 0 | 26,200 | 29,447 | 26,200 | 29,447 |
| Total Disbursements | <u>9,959,283</u> | <u>10,328,758</u> | <u>26,200</u> | <u>29,447</u> | <u>9,985,483</u> | <u>10,358,205</u> |
| Changes In Net Position | (470,745) | (612,035) | 5,425 | 7,783 | (465,320) | (604,252) |
| Net Position -Beginning of Year | <u>3,158,699</u> | <u>3,770,734</u> | <u>38,653</u> | <u>30,870</u> | <u>3,197,352</u> | <u>3,801,604</u> |
| Net Position -End of Year | <u><u>2,687,954</u></u> | <u><u>3,158,699</u></u> | <u><u>44,078</u></u> | <u><u>38,653</u></u> | <u><u>2,732,032</u></u> | <u><u>3,197,352</u></u> |

BERNE UNION LOCAL SCHOOL DISTRICT

*Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2013
(Unaudited)*

The most significant governmental activities program disbursements for the District are Regular Instruction, Special Instruction, Administration, Pupil Transportation, and Operation and Maintenance of Plant. These programs account for 74.17 percent of the total governmental activities. Regular Instruction, which accounts for 38.14 percent of the total, represents costs associated with providing general educational services. Special Instruction, which represents 14.19 percent of the total, represents costs associated with providing educational services for handicapped, disadvantaged and other special needs students. Administration, which represents 7.83 percent of the total, represents costs associated with the overall administrative responsibility for each building and the District as a whole. Pupil Transportation, which represents 7.14 percent of the total cost, represents costs associated with transporting students to and from school, as well as to activities. Operation and Maintenance of Plant, which represents 6.87 percent of the total, represents costs associated with operating and maintaining the District's facilities.

As noted previously, the net position for the governmental activities decreased \$470,745 or 14.90 percent. This is an increase from last year when net position decreased \$612,035 or 16.23 percent. For the governmental activities, total receipts decreased \$228,185 or 2.35 percent from last year and disbursements decreased \$369,475 or 3.58 percent from last year.

The District's governmental activities had a decrease in program receipts of \$67,407, as well as a decrease in general receipts of \$160,778. The decrease in general receipts and programs receipts is mostly due to decreases in property taxes and charges for services and sales, respectively.

The total disbursements for governmental activities decreased primarily from a decrease of \$225,547 in regular instruction disbursements and a decrease of \$79,923 in administration disbursements.

The majority of the funding for the most significant programs indicated above is from property taxes and operating grants and contributions. Property taxes and unrestricted grants and entitlements account for 67.17 percent of total receipts.

The net position for the business-type activities increased \$5,425. The business-type activities had \$31,625 of program receipts and \$26,200 of program disbursements.

Governmental Activities

Over the past several fiscal years, the District has remained in stable financial condition. The District was facing a potential deficit (dependent upon the State's Biennium Budget for Fiscal Year 2007) in fiscal year 2007 and would have been placed in Fiscal Caution by the Ohio Department of Education. To avoid the potential deficit, in May 2007, the Board of Education placed an income tax levy on the ballot. The voters approved the 1 percent income tax levy.

The District is heavily dependent on property taxes and intergovernmental revenue and, like most Ohio schools, is hampered by a lack of revenue growth. Property taxes made up 32.34 percent and intergovernmental revenue made up 48.67 percent of the total revenue for the governmental activities in fiscal year 2013.

BERNE UNION LOCAL SCHOOL DISTRICT

*Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2013
(Unaudited)*

The Ohio Legislature passed H.B. 920 (1976) and changed the way property taxes function in the State. The overall revenue generated by a levy will not increase solely as a result of inflation. As an example, the District would receive from a home valued at \$100,000 and taxed at 1.0 mill, \$35.00 annually. If three years later the home were reappraised and the value increased to \$200,000 (and this increase in value is comparable to other property owners) the effective tax rate would become 0.5 mill and the District would still receive \$35.00 annually. Therefore, the District must regularly return to the voters to maintain a constant level of service.

The District's intergovernmental receipts consist of school foundation basic allowance, homestead and rollback property tax allocation, and federal and state grants. During fiscal year 2013, the District received \$3,417,129 through the State's foundation program, which represents 36.01 percent of the total receipts for the governmental activities. The District relies heavily on this state funding to operate at the current levels of service.

Instruction accounts for 54.65 percent of governmental activities program disbursements. Support services disbursements make up 33.41 percent of governmental activities program disbursements. The statement of activities shows the cost of program services and charges for services and grants offsetting those services.

Business-Type Activities

Business-type activities include the Preschool activities. This program had program receipts of \$31,625 and disbursements of \$26,200 for fiscal year 2013. All of the program receipts were from tuition and fees.

Table 3 shows, the total cost of services and the net cost of services for fiscal year 2013 and comparison to fiscal year 2012. That is, it identifies the cost of these services supported by tax revenue and unrestricted State entitlements.

Table 3
Net Cost of Activities

| | <u>Total Cost of Services</u> | | <u>Net Cost of Services</u> | |
|---|-------------------------------|---------------------|-----------------------------|--------------------|
| | <u>2013</u> | <u>2012</u> | <u>2013</u> | <u>2012</u> |
| <u>Program Disbursements:</u> | | | | |
| <i>Governmental Activities:</i> | | | | |
| Instruction | \$5,442,412 | \$5,714,883 | \$3,974,350 | \$4,178,806 |
| Support Services | 3,327,338 | 3,469,928 | 3,115,460 | 3,266,347 |
| Operation of Non-Instructional Services | 338,707 | 295,639 | 24,420 | (3,986) |
| Extracurricular Activities | 264,050 | 265,132 | 186,960 | 165,691 |
| Principal | 525,108 | 503,564 | 525,108 | 503,564 |
| Interest and Fiscal Charges | 61,668 | 79,612 | 61,668 | 79,612 |
| <i>Business-Type Activities:</i> | | | | |
| Preschool | <u>26,200</u> | <u>29,447</u> | <u>(5,425)</u> | <u>(7,783)</u> |
| Total Disbursements | <u>\$9,985,483</u> | <u>\$10,358,205</u> | <u>\$7,882,541</u> | <u>\$8,182,251</u> |

BERNE UNION LOCAL SCHOOL DISTRICT

*Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2013
(Unaudited)*

The District's Funds

The District's governmental funds are accounted for using the cash basis of accounting. (See Note 2 for discussion of significant accounting policies). All governmental funds had total receipts of \$9,488,538 and disbursements of \$9,707,523.

The total fund balance of governmental funds decreased by \$218,985. The decrease in fund balance for the year was most significant in the Bond Retirement Fund where there was a decrease of \$208,121 or 28.75 percent, reflecting disbursements that exceeded receipts.

Budget Highlights - General Fund

The District's budget is prepared according to Ohio law and is based on accounting for certain transactions on a cash basis for receipts, disbursements, and encumbrances. The most significant budgeted fund is the General Fund.

During the course of fiscal year 2013, the District amended its General Fund budget several times. The District uses a modified site-based budget technique that is designed to control site budgets while providing building administrators and supervisor's flexibility for site management.

The District prepares and monitors a detailed cashflow plan for the General Fund. Actual cashflow is compared to monthly and year-to-date estimates, and a monthly report is prepared for top management and the Board of Education.

For the General Fund, the final budget basis receipts were \$7,988,228 representing no change from the original budget estimates. For the General Fund, the final budget basis disbursements were \$8,820,050 representing an increase of \$1,500 or 0.02 percent from the original budget estimates of \$8,818,550.

Debt Administration

At June 30, 2013, the District had \$1,027,090 in general obligation debt outstanding with \$472,109 due within one year. Table 4 summarizes the general obligation debt outstanding for fiscal year 2013 compared to fiscal year 2012.

Table 4
Outstanding Debt, Governmental Activities at Year End

| <u>Purpose</u> | <u>2013</u> | <u>2012</u> |
|-------------------------------|--------------------|--------------------|
| Refunding Bonds | \$505,000 | \$925,000 |
| Energy Loan | 522,090 | 627,198 |
| Total General Obligation Debt | <u>\$1,027,090</u> | <u>\$1,552,198</u> |

More detailed information pertaining to the District's long-term debt activity can be found in Note 12 of the notes to the basic financial statements.

BERNE UNION LOCAL SCHOOL DISTRICT

*Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2013
(Unaudited)*

Current Issues

Although considered a mid-wealth district, Berne Union Local School District is financially stable, and has been over the past several years. As indicated in the preceding financial information, the District is dependent on property taxes. Property tax revenue does not increase solely as a result of inflation. Therefore, in the long-term, the current program and staffing levels will be dependent on increased funding to meet inflation. Careful financial planning has permitted the District to provide a quality education for our students.

The Berne Union Local School District does not anticipate any meaningful growth or loss in revenue as a result of these changes. However, with the passage of HB1 and the evidence based model plan, Berne Union does anticipate an increase in expenditure. Based on these factors, the Board of Education and the administration of the District must maintain careful financial planning and prudent fiscal management in order to preserve the financial stability of the District.

The District voters approved a 5 year income tax levy of 1 percent in November 2009, expiring at the end of 2015. In fiscal year 2013 this generated \$971,133 in revenue for general operations.

Currently, unpaid property taxes in the Berne Union School District continues to be an issue resulting in a substantial loss of revenue. The amount of money we spend per student is \$1,200 less than the state average. All funding for new school bus purchases have been eliminated by the Ohio Department of Education through House Bill 1. Our bus fleet currently consists of several buses with well over 100,000 miles. The last new bus purchase was in the year 2007, and before that, it was in the year 2001.

The Evidence Based Model (EBM), a way of funding schools, and what the expectations are from the State of Ohio as the EBM and House Bill 1 relates to Berne Union is still unknown at this time. We will continue to seek funding through new state and federal programs to continue providing an excellent education to the students of Berne Union. The Evidence Based Model will require school districts to create programs that it may not currently have, but the amount of funding for those programs is being determined by the state at this time. Without legislative help, Berne Union could lose from 10% to 20% of state funding in fiscal year 2014, which would result in a major deficit not only for Berne Union, but for the majority of schools in Ohio. There are a lot of variables that will affect funding for Berne Union and to put a plan together for reductions at this time is not feasible. The Evidence Based Model of funding schools is supposed to improve the financial picture for schools in the long run, but many of the funding models are several years away from being fully funded and does not take into consideration the employer benefit costs a district pays.

Contacting the District's Financial Management

This financial report is designed to provide our citizens, taxpayers, and investors and creditors with a general overview of the District's finances and to show the District's accountability for the money it received. If you have any questions about this report or need additional information contact Kirk Grandy, Treasurer of Berne Union Local School Board of Education, 506 North Main Street, Sugar Grove, Ohio 43155.

BERNE UNION LOCAL SCHOOL DISTRICT

Statement of Net Position - Cash Basis

June 30, 2013

| | <u>Governmental Activities</u> | <u>Business-Type Activities</u> | <u>Total</u> |
|---|------------------------------------|-------------------------------------|--------------------|
| <u>Assets:</u> | | | |
| Equity in Pooled Cash and Cash Equivalents | \$2,249,784 | \$44,078 | \$2,293,862 |
| Cash and Cash Equivalents with Fiscal Agent | 438,170 | 0 | 438,170 |
| <i>Total Assets</i> | <u>2,687,954</u> | <u>44,078</u> | <u>2,732,032</u> |
| <u>Net Cash Position:</u> | | | |
| <i>Restricted for:</i> | | | |
| Debt Service | 515,723 | 0 | 515,723 |
| Other Purposes | 198,581 | 0 | 198,581 |
| Unrestricted | 1,973,650 | 44,078 | 2,017,728 |
| <i>Total Net Cash Position</i> | <u>\$2,687,954</u> | <u>\$44,078</u> | <u>\$2,732,032</u> |

See accompanying notes to the basic financial statements.

BERNE UNION LOCAL SCHOOL DISTRICT

Statement of Activities - Cash Basis

For the Fiscal Year Ended June 30, 2013

| | Program Cash Receipts | | | Net (Cash Disbursements) Cash Receipts and Changes in Net Cash Position | | |
|---|-----------------------|--------------------------------------|--|---|-----------------------------|--------------------|
| | Cash Disbursements | Charges for Services and Sales | Operating Grants and Contributions | Governmental Activities | Business-Type Activities | Total |
| <u>Governmental Activities:</u> | | | | | | |
| <i>Instruction:</i> | | | | | | |
| Regular | \$3,798,286 | \$563,287 | \$78,840 | (\$3,156,159) | \$0 | (\$3,156,159) |
| Special | 1,412,750 | 376 | 653,236 | (759,138) | 0 | (759,138) |
| Vocational | 81,376 | 0 | 22,323 | (59,053) | 0 | (59,053) |
| Student Intervention Services | 150,000 | 0 | 150,000 | 0 | 0 | 0 |
| <i>Support Services:</i> | | | | | | |
| Pupils | 307,415 | 0 | 0 | (307,415) | 0 | (307,415) |
| Instructional Staff | 483,851 | 0 | 173,547 | (310,304) | 0 | (310,304) |
| Board of Education | 22,168 | 0 | 0 | (22,168) | 0 | (22,168) |
| Administration | 780,267 | 0 | 0 | (780,267) | 0 | (780,267) |
| Fiscal | 324,436 | 0 | 0 | (324,436) | 0 | (324,436) |
| Business | 7,732 | 0 | 0 | (7,732) | 0 | (7,732) |
| Operation and Maintenance of Plant | 683,894 | 0 | 0 | (683,894) | 0 | (683,894) |
| Pupil Transportation | 711,316 | 0 | 35,715 | (675,601) | 0 | (675,601) |
| Central | 6,259 | 0 | 2,616 | (3,643) | 0 | (3,643) |
| <i>Operation of Non-Instructional Services:</i> | | | | | | |
| Food Service | 338,707 | 117,405 | 196,882 | (24,420) | 0 | (24,420) |
| Extracurricular Activities | 264,050 | 77,090 | 0 | (186,960) | 0 | (186,960) |
| <i>Debt Service:</i> | | | | | | |
| Principal | 525,108 | 0 | 0 | (525,108) | 0 | (525,108) |
| Interest and Fiscal Charges | 61,668 | 0 | 0 | (61,668) | 0 | (61,668) |
| Total Governmental Activities | 9,959,283 | 758,158 | 1,313,159 | (7,887,966) | 0 | (7,887,966) |
| <u>Business-Type Activities:</u> | | | | | | |
| Preschool | 26,200 | 31,625 | 0 | 0 | 5,425 | 5,425 |
| Total Business-Type Activities | 26,200 | 31,625 | 0 | 0 | 5,425 | 5,425 |
| Totals | \$9,985,483 | \$789,783 | \$1,313,159 | (7,887,966) | 5,425 | (7,882,541) |
| <u>General Cash Receipts:</u> | | | | | | |
| <i>Property Taxes Levied for:</i> | | | | | | |
| General Purposes | | | | 2,806,109 | 0 | 2,806,109 |
| Debt Service | | | | 221,136 | 0 | 221,136 |
| Capital Outlay | | | | 41,051 | 0 | 41,051 |
| Income Taxes Levied for General Purposes | | | | 971,133 | 0 | 971,133 |
| Grants and Entitlements not Restricted to Specific Programs | | | | 3,305,199 | 0 | 3,305,199 |
| Investment Earnings | | | | 4,297 | 0 | 4,297 |
| Miscellaneous | | | | 68,296 | 0 | 68,296 |
| Total General Cash Receipts | | | | 7,417,221 | 0 | 7,417,221 |
| Changes in Net Cash Position | | | | (470,745) | 5,425 | (465,320) |
| Net Cash Position at Beginning of Year | | | | 3,158,699 | 38,653 | 3,197,352 |
| Net Cash Position at End of Year | | | | \$2,687,954 | \$44,078 | \$2,732,032 |

See accompanying notes to the basic financial statements.

BERNE UNION LOCAL SCHOOL DISTRICT
Statement of Cash Basis Assets and Fund Cash Balances
Governmental Funds
June 30, 2013

| | General | Bond Retirement | Other Governmental Funds | Total Governmental Funds |
|--|--------------------|--------------------|--------------------------------|--------------------------------|
| <u>Cash Assets:</u> | | | | |
| Equity in Pooled Cash and Cash Equivalents | \$1,379,133 | \$515,723 | \$198,581 | \$2,093,437 |
| <i>Total Cash Assets</i> | <u>\$1,379,133</u> | <u>\$515,723</u> | <u>\$198,581</u> | <u>\$2,093,437</u> |
| <u>Fund Cash Balances:</u> | | | | |
| Nonspendable | \$1,740 | \$0 | \$0 | \$1,740 |
| Restricted | 0 | 515,723 | 198,581 | 714,304 |
| Assigned | 1,187,524 | 0 | 0 | 1,187,524 |
| Unassigned | 189,869 | 0 | 0 | 189,869 |
| <i>Total Fund Cash Balances</i> | <u>\$1,379,133</u> | <u>\$515,723</u> | <u>\$198,581</u> | <u>\$2,093,437</u> |

See accompanying notes to the basic financial statements.

BERNE UNION LOCAL SCHOOL DISTRICT
*Reconciliation of Total Governmental Fund Cash Balances to
Net Cash Position of Governmental Activities
June 30, 2013*

Total Governmental Fund Cash Balances \$2,093,437

*Amounts reported for governmental activities in the
statement of net position are different because:*

An internal service fund is used by management to charge the costs of insurance to individual funds. The assets of the internal service fund are included in governmental activities in the statement of net position.

594,517

Net Cash Position of Governmental Activities

\$2,687,954

See accompanying notes to the basic financial statements.

BERNE UNION LOCAL SCHOOL DISTRICT
Statement of Cash Receipts, Cash Disbursements and Changes in Fund Cash Balances
Governmental Funds
For the Fiscal Year Ended June 30, 2013

| | General | Bond Retirement | Other Governmental Funds | Total Governmental Funds |
|---|--------------------|--------------------|--------------------------------|--------------------------------|
| <u>Cash Receipts:</u> | | | | |
| Property Taxes | \$2,806,109 | \$221,136 | \$41,051 | \$3,068,296 |
| Income Tax | 971,133 | 0 | 0 | 971,133 |
| Intergovernmental | 3,695,692 | 28,734 | 893,932 | 4,618,358 |
| Interest | 4,297 | 0 | 0 | 4,297 |
| Tuition and Fees | 563,287 | 0 | 0 | 563,287 |
| Extracurricular Activities | 13,476 | 0 | 63,990 | 77,466 |
| Customer Sales and Services | 0 | 0 | 117,405 | 117,405 |
| Miscellaneous | 68,237 | 0 | 59 | 68,296 |
| <i>Total Cash Receipts</i> | <u>8,122,231</u> | <u>249,870</u> | <u>1,116,437</u> | <u>9,488,538</u> |
| <u>Cash Disbursements:</u> | | | | |
| <i>Current:</i> | | | | |
| <i>Instruction:</i> | | | | |
| Regular | 3,586,909 | 0 | 85,106 | 3,672,015 |
| Special | 1,090,412 | 0 | 286,298 | 1,376,710 |
| Vocational | 78,003 | 0 | 0 | 78,003 |
| Student Intervention Services | 0 | 0 | 150,000 | 150,000 |
| <i>Support Services:</i> | | | | |
| Pupils | 299,092 | 0 | 0 | 299,092 |
| Instructional Staff | 294,250 | 0 | 174,620 | 468,870 |
| Board of Education | 21,761 | 0 | 0 | 21,761 |
| Administration | 757,766 | 0 | 0 | 757,766 |
| Fiscal | 310,709 | 4,341 | 3,106 | 318,156 |
| Business | 7,732 | 0 | 0 | 7,732 |
| Operation and Maintenance of Plant | 623,887 | 0 | 51,181 | 675,068 |
| Pupil Transportation | 695,225 | 0 | 0 | 695,225 |
| Central | 1,474 | 0 | 4,785 | 6,259 |
| <i>Operation of Non-Instructional Services:</i> | | | | |
| Food Service Operations | 0 | 0 | 338,707 | 338,707 |
| Extracurricular Activities | 195,571 | 0 | 59,812 | 255,383 |
| <i>Debt Service:</i> | | | | |
| Principal Retirement | 105,108 | 420,000 | 0 | 525,108 |
| Interest and Fiscal Charges | 28,018 | 33,650 | 0 | 61,668 |
| <i>Total Cash Disbursements</i> | <u>8,095,917</u> | <u>457,991</u> | <u>1,153,615</u> | <u>9,707,523</u> |
| <i>Net Changes in Fund Cash Balances</i> | 26,314 | (208,121) | (37,178) | (218,985) |
| <i>Fund Cash Balances at Beginning of Year</i> | <u>1,352,819</u> | <u>723,844</u> | <u>235,759</u> | <u>2,312,422</u> |
| <i>Fund Cash Balances at End of Year</i> | <u>\$1,379,133</u> | <u>\$515,723</u> | <u>\$198,581</u> | <u>\$2,093,437</u> |

See accompanying notes to the basic financial statements.

BERNE UNION LOCAL SCHOOL DISTRICT
*Reconciliation of the Statement of Cash Receipts, Cash Disbursements and Changes
in Fund Cash Balances of Governmental Funds to the Statement of Activities
For the Fiscal Year Ended June 30, 2013*

Net Change in Fund Cash Balances - Total Governmental Funds (218,985)

*Amounts reported for governmental activities in the
statement of activities are different because:*

The internal service fund used by management to charge the costs of insurance to individual funds is not reported in the district-wide statement of activities. Governmental fund disbursements and the related internal service fund receipts are eliminated. The net receipts (disbursements) of the internal service fund is allocated among the governmental activities.

(251,760)

Change in Net Cash Position of Governmental Activities

(\$470,745)

See accompanying notes to the basic financial statements.

BERNE UNION LOCAL SCHOOL DISTRICT
Statement of Receipts, Disbursements and Changes
in Cash Basis Fund Balance - Budget and Actual (Budget Basis)
General Fund
For the Fiscal Year Ended June 30, 2013

| | <u>Budgeted Amounts</u> | | | Variance with Final Budget Positive (Negative) |
|--|-------------------------|------------------|--------------------|---|
| | <u>Original</u> | <u>Final</u> | <u>Actual</u> | |
| <u>Receipts:</u> | | | | |
| Property Taxes | \$2,806,109 | \$2,806,109 | \$2,806,109 | \$0 |
| Income Tax | 964,682 | 964,682 | 971,133 | 6,451 |
| Intergovernmental | 3,645,780 | 3,645,780 | 3,695,692 | 49,912 |
| Interest | 4,001 | 4,001 | 4,297 | 296 |
| Tuition and Fees | 526,244 | 526,244 | 557,904 | 31,660 |
| Extracurricular Activities | 13,050 | 13,050 | 13,100 | 50 |
| Miscellaneous | 28,362 | 28,362 | 30,351 | 1,989 |
| <i>Total Receipts</i> | <u>7,988,228</u> | <u>7,988,228</u> | <u>8,078,586</u> | <u>90,358</u> |
| <u>Disbursements:</u> | | | | |
| <i>Current:</i> | | | | |
| <i>Instruction:</i> | | | | |
| Regular | 3,860,193 | 3,886,320 | 3,590,884 | 295,436 |
| Special | 1,065,714 | 1,146,834 | 1,103,795 | 43,039 |
| Vocational | 127,796 | 127,818 | 78,006 | 49,812 |
| <i>Support Services:</i> | | | | |
| Pupils | 300,471 | 302,328 | 341,616 | (39,288) |
| Instructional Staff | 348,831 | 357,726 | 330,447 | 27,279 |
| Board of Education | 17,332 | 17,417 | 23,102 | (5,685) |
| Administration | 818,299 | 819,853 | 725,179 | 94,674 |
| Fiscal | 326,690 | 328,508 | 319,646 | 8,862 |
| Business | 25,009 | 33,840 | 8,298 | 25,542 |
| Operation and Maintenance of Plant | 729,875 | 803,909 | 790,726 | 13,183 |
| Pupil Transportation | 644,433 | 677,471 | 751,416 | (73,945) |
| Central | 4,218 | 4,218 | 1,654 | 2,564 |
| Extracurricular Activities | 179,518 | 180,682 | 196,392 | (15,710) |
| <i>Debt Service:</i> | | | | |
| Principal Retirement | 105,108 | 105,108 | 105,108 | 0 |
| Interest and Fiscal Charges | 28,018 | 28,018 | 28,018 | 0 |
| <i>Total Disbursements</i> | <u>8,581,505</u> | <u>8,820,050</u> | <u>8,394,287</u> | <u>425,763</u> |
| <i>Excess of Receipts Over (Under) Disbursements</i> | (593,277) | (831,822) | (315,701) | 516,121 |
| <u>Other Financing Uses:</u> | | | | |
| Transfers Out | (390,446) | (490,728) | 0 | 490,728 |
| <i>Total Other Financing Uses</i> | <u>(390,446)</u> | <u>(490,728)</u> | <u>0</u> | <u>490,728</u> |
| <i>Net Change in Fund Balances</i> | (983,723) | (1,322,550) | (315,701) | 1,006,849 |
| <i>Fund Balance at Beginning of Year</i> | 1,085,505 | 1,085,505 | 1,085,505 | 0 |
| <i>Prior Year Encumbrances Appropriated</i> | 237,045 | 237,045 | 237,045 | 0 |
| <i>Fund Balance at End of Year</i> | <u>\$338,827</u> | <u>\$0</u> | <u>\$1,006,849</u> | <u>\$1,006,849</u> |

See accompanying notes to the basic financial statements.

BERNE UNION LOCAL SCHOOL DISTRICT

Statement of Fund Net Position - Cash Basis

Proprietary Funds

June 30, 2013

| | <u>Business-Type Activities</u> | <u>Governmental Activities</u> |
|---|-------------------------------------|------------------------------------|
| | <u>Other Enterprise</u> | <u>Internal Service</u> |
| <u>Cash Assets:</u> | | |
| <i>Current Cash Assets:</i> | | |
| Equity in Pooled Cash and Cash Equivalents | \$44,078 | \$156,347 |
| Cash and Cash Equivalents with Fiscal Agent | <u>0</u> | <u>438,170</u> |
| <i>Total Cash Assets</i> | <u>44,078</u> | <u>594,517</u> |
| <u>Net Cash Position:</u> | | |
| Unrestricted | <u>44,078</u> | <u>\$594,517</u> |
| <i>Total Net Cash Position</i> | <u><u>\$44,078</u></u> | <u><u>\$594,517</u></u> |

See accompanying notes to the basic financial statements.

BERNE UNION LOCAL SCHOOL DISTRICT
Statement of Cash Receipts, Cash
Disbursements and Changes in Cash Basis Fund Net Position
Proprietary Funds
For the Fiscal Year Ended June 30, 2013

| | Business-Type Activities | Governmental Activities |
|---|-----------------------------|----------------------------|
| | Other Enterprise | Internal Service |
| <u>Operating Cash Receipts:</u> | | |
| Tuition | \$31,625 | \$0 |
| Charges for Services | 0 | 909,978 |
| <i>Total Operating Cash Receipts</i> | 31,625 | 909,978 |
| <u>Operating Cash Disbursements:</u> | | |
| Purchased Services | 4,470 | 0 |
| Materials and Supplies | 21,730 | 0 |
| Claims | 0 | 1,161,738 |
| <i>Total Operating Cash Disbursements</i> | 26,200 | 1,161,738 |
| <i>Operating Income</i> | 5,425 | (251,760) |
| <i>Net Cash Position at Beginning of Year</i> | 38,653 | 846,277 |
| <i>Net Cash Position at End of Year</i> | <u>\$44,078</u> | <u>\$594,517</u> |

See accompanying notes to the basic financial statements.

BERNE UNION LOCAL SCHOOL DISTRICT
Statement of Fiduciary Net Position - Cash Basis
Fiduciary Funds
June 30, 2013

| | Private Purpose Trust | Agency |
|--|--------------------------|----------|
| <u>Cash Assets:</u> | | |
| Equity in Pooled Cash and Cash Equivalents | \$1,414 | \$28,685 |
| <u>Net Cash Position:</u> | | |
| Held in Trust for Scholarships | 1,414 | 0 |
| Unrestricted | 0 | 28,685 |
| <i>Total Net Cash Position</i> | \$1,414 | \$28,685 |

See accompanying notes to the basic financial statements.

BERNE UNION LOCAL SCHOOL DISTRICT
Statement of Changes in Fiduciary Net Position - Cash Basis
Fiduciary Fund
For the Fiscal Year Ended June 30, 2013

| | Private Purpose Trust |
|---|--------------------------|
| <i><u>Additions:</u></i> | |
| Contributions and Donations | \$500 |
| <i><u>Deductions:</u></i> | |
| Payments in Accordance with Trust Agreements | 0 |
| <i>Change in Net Cash Position</i> | 500 |
| <i>Net Cash Position at Beginning of Year</i> | 914 |
| <i>Net Cash Position at End of Year</i> | \$1,414 |

See accompanying notes to the basic financial statements.

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BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 1 - DESCRIPTION OF THE SCHOOL DISTRICT AND REPORTING ENTITY

Description of the School District

Berne Union Local School District (the District) is a body politic and corporate organized under Article VI, Sections 2 and 3 of the Constitution of the State of Ohio. The District is a local school district as defined by Ohio Revised Code Section 3311.03. The District operates under a locally-elected Board form of government consisting of five members elected at-large for staggered four year terms. The District provides educational services as authorized by state statute and/or federal guidelines.

The District was established through the consolidation of existing land areas and school districts. It is staffed by 36 non-certificated employees, 63 certificated full-time teaching personnel and 5 administrative employees who provide services to 935 students and other community members.

Reporting Entity

A reporting entity is comprised of the primary government, component units, and other organizations that are included to ensure that the financial statements are not misleading. The primary government of the District consists of all funds, departments, boards, and agencies that are not legally separate from the District. For Berne Union Local School District, this includes general operations, food service, and student related activities of the District.

Component units are legally separate organizations for which the District is financially accountable. The District is financially accountable for an organization if the District appoints a voting majority of the organization's governing board and (1) the District is able to significantly influence the programs or services performed or provided by the organization; or (2) the District is legally entitled to or can otherwise access the organization's resources; the District is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the District is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the District in that the District approves the budget, the issuance of debt, or the levying of taxes. The District has no component units.

The District is associated with two jointly governed organizations: the Metropolitan Education Council (MEC) and the South Central Ohio Insurance Consortium (SCOIC). The District is also associated with one insurance purchasing pool: Ohio School Boards Association Worker's Compensation Group Rating Program. These organizations are presented in Notes 17 and 18 to the basic financial statements.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the District have been prepared in conformity with a comprehensive basis of accounting (OCBOA) other than generally accepted accounting principles as applied to governmental units. As discussed further in Note 2.D., these financial statements are presented on the cash basis of accounting. The cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. In cases where these cash basis statements contain items that are the same as, or similar to, those items in financial statements prepared in conformity with GAAP, similar informative disclosures are provided. The more significant of the District's accounting policies are described below.

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

A. Basis of Presentation

The District's basic financial statement consists of government-wide financial statements, including a statement of net position and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

Government-Wide Financial Statements

The statement of net position and the statement of activities display information about the District as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. Internal service fund activity is eliminated to avoid "doubling up" receipts and disbursements. The statements distinguish between those activities of the District that are governmental and those that are considered business-type activities.

The statement of net position presents the financial condition of the governmental activities of the District at year-end. The statement of activities presents a comparison between direct disbursements and program receipts for each program or function of the District's governmental activities and business-type activities. Direct disbursements are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program receipts include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Receipts which are not classified as program receipts are presented as general receipts of the District, with certain limited exceptions. The comparison of direct disbursements with program receipts identifies the extent to which each business segment or governmental function is self-financing or draws from the general receipts of the District.

Fund Financial Statements

During the year, the District segregates transactions related to certain District functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the District at this more detailed level. The focus of governmental and enterprise fund financial statements is on major funds rather than reporting by type. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. Fiduciary funds are reported by type.

B. Fund Accounting

The District uses funds to maintain its financial records during the fiscal year. A fund is defined as a fiscal and accounting entity with self-balancing set of accounts. The funds of the District fall within three categories: governmental, proprietary and fiduciary.

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

Governmental Funds

Governmental funds are those through which most governmental functions of the District are financed. Governmental funds focus on the sources, uses, and balances of current financial resources. The difference between governmental fund assets and liabilities is reported as fund cash balance.

The following are the District's major governmental funds:

General Fund- This fund is the operating fund of the District and is used to account for all financial resources, except those required to be accounted for in another fund. The General Fund is available to the District for any purpose provided it is expended or transferred according to the general laws of Ohio.

Bond Retirement Fund- This fund is used to account for financial resources accumulated for the payment of general long-term debt principal, interest and related costs.

The other governmental funds of the District account for grants and other resources of the District whose use is restricted to a particular purpose.

Proprietary Funds

The proprietary fund focus is on the determination of the change in net position, financial position and cash flows and is classified as enterprise. Enterprise funds may be used to account for any activities for which a fee is charged to external users for goods or services. The only enterprise fund of the District accounts for a preschool program which is funded through tuition fees charged. The internal service fund accounts for the financing of services provided by one department or agency to other departments or agencies of the District, or to other governments, on a cost reimbursement basis. The only internal service fund of the District accounts for a self-insurance program which provides health and dental benefits to employees.

Fiduciary Funds

Fiduciary fund reporting focuses on net position and changes in net position. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private purpose trust funds, and agency funds. Trust funds are used to account for assets held by the District under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the District's own programs. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The District's fiduciary funds include one private purpose trust fund that accounts for monies donated to be used for scholarships; and an agency fund which is used to account for student managed activities.

C. Measurement Focus

Government-Wide Financial Statements

The government-wide financial statements are prepared measuring receipts and disbursements when cash is received or paid.

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

Fund Financial Statements

Only cash is included on the balance sheet. The statement of cash receipts, cash disbursements and changes in fund cash balance reports on the sources (i.e., receipts and other financing sources) and uses (i.e., disbursements and other financing uses) of cash.

D. Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide, governmental funds, proprietary and fiduciary fund financial statements are prepared using the cash basis of accounting. The cash basis of accounting is a comprehensive basis of accounting other than GAAP. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized when paid rather than when a liability is incurred.

These statements include adequate disclosure of material matters, in accordance with the basis of accounting described in the preceding paragraph.

E. Cash and Cash Equivalents

To improve cash management, cash received by the District is pooled. Monies for all funds are maintained in this pool. Individual fund integrity is maintained through the District records. Each fund's interest in the pool is presented as "Equity in Pooled Cash and Cash Equivalents" on the financial statements.

At June 30, 2013, the District held no investments.

Following Ohio statutes, the Board of Education has, by resolution, specified the funds to receive an allocation of interest earnings. Interest revenue credited to the General Fund during fiscal year 2013 amounted to \$4,297, which includes \$2,433 assigned from other District funds.

Investments of the cash management pool and investments with original maturities of three months or less at the time they are purchased by the District are presented on the financial statements as cash equivalents.

F. Inventory

On the cash-basis of accounting, inventories of supplies and food service items are reported as disbursements when purchased.

G. Restricted Assets

Assets are reported as restricted when limitations on their use change the normal understanding of the availability of the asset. Such constraints are either imposed by creditors, contributors, grantors or laws of other governments or imposed by enabling legislation.

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

H. Capital Assets

Acquisitions of property, plant and equipment are recorded as disbursements when paid. The financial statements do not report these assets.

I. Compensated Absences

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. Unpaid leave is not reflected as a liability under the District's cash basis of accounting.

J. Long-Term Obligations

These cash basis financial statements do not report liabilities for bonds and other long-term obligations. These statements report proceeds of debt when cash is received and debt service disbursements for debt principal payments.

K. Net Cash Position

Net cash position are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors or laws, or regulations of other governments.

The District first applies restricted resources when a disbursement is paid for purposes for which both restricted and unrestricted net position is available.

L. Fund Cash Balance

In the fund financial statements, governmental funds report aggregate amounts for five classifications of fund balances based on the constraints imposed on the use of these resources. Fund balances of the governmental funds are classified as follows:

Nonspendable – amounts that cannot be spent because they are either not in a spendable form or because they are legally or contractually required to be maintained intact.

Restricted – amounts that can be spent only for specific purposes because either (a) constraints imposed by law through constitutional provisions, charter requirements or enabling legislation; or (b) constraints that are externally imposed by creditors, grantors, contributors, or laws or regulations of other governments.

Committed – amounts that can only be used for specific purposes pursuant to constraints imposed by formal ordinances or resolutions of the Board of Education – the District's highest level of decision making authority. Those committed amounts cannot be used for any other purpose unless the Board of Education removes the specified use by taking the same type of action as when imposing the commitment. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

BERNE UNION LOCAL SCHOOL DISTRICT

Notes to the Basic Financial Statements

For the Fiscal Year Ended June 30, 2013

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

Assigned – amounts constrained by the District’s “intent” to be used for specific purposes, but are neither restricted nor committed. The Board of Education, Superintendent and Treasurer have the authority to assign amount to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the General Fund, that are not classified as nonspendable and are neither restricted nor committed.

Unassigned – this is the residual classification for the General Fund. It is also used to report negative fund balances in other governmental funds.

When expenditures are incurred for purposes for which both restricted and unrestricted fund balances are available, the District considers restricted funds to have been spent first. When expenditures are incurred for which committed, assigned or unassigned fund balances are available, the District considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the Board of Education has provided otherwise in its commitment or assignment actions.

M. Operating Receipts and Disbursements

Operating receipts are those receipts that are generated directly from the primary activity of the proprietary fund. For the District, these receipts are tuition for the preschool program and charges for services for the self-insurance program. Operating disbursements are necessary costs incurred to run the preschool and to provide the self-insurance service that are the primary activities of the funds. Receipts and disbursements not meeting these definitions are reported as nonoperating.

N. Interfund Transactions

Exchange transactions between funds are reported as receipts in the seller funds and as disbursements in the purchaser funds. Flows of cash or goods from one to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds. Repayments from funds responsible for particular disbursements to the funds that initially paid for them are not presented on the financial statements.

O. Budgetary Process

All funds, other than the agency fund, are legally required to be budgeted and appropriated. The major documents prepared are the tax budget, the appropriation resolution and the certificate of estimated resources, which are prepared on the budgetary basis of accounting. The tax budget demonstrates a need for existing or increased tax rates. The certificate of estimated resources establishes a limit on the amounts that the Board of Education may appropriate. The appropriation resolution is the Board’s authorization to spend resources and sets annual limits on expenditures plus encumbrances at a level of control selected by the Board. The legal level of control has been established by the Board of Education at the fund level. Although the legal level of control has been established at the fund level of expenditures, the District has elected to present the budgetary statement for the general fund at the fund and function level of expenditures in the basic financial statements. Any revisions that alter the total of any fund appropriations must be approved by the Board of Education.

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

The certificate of estimated resources may be amended during the year if projected increases or decreases in receipts are identified by the District Treasurer. The amounts reported as the original budgeted amounts in the budgetary statements reflect the amounts in the certificate when the appropriations were adopted. The amounts reported as the final budgeted amounts in the budgetary statements reflect the amounts in the final amended certificate issued during fiscal year 2013.

The appropriation resolution is subject to amendment by the Board throughout the year with the restriction that appropriations may not exceed estimated revenues. The amounts reported as the original budgeted amounts reflect the first appropriation for that fund that covered the entire fiscal year, including amounts automatically carried over from prior years. The amounts reported as the final budgeted amounts represent the final appropriation amounts passed by the Board during the year.

NOTE 3 - ACCOUNTABILITY AND COMPLIANCE

A. Change in Accounting Principles

For fiscal year 2013, the District implemented GASB Statement No. 60, "Accounting and Financial Reporting for Service Concession Arrangements", and GASB Statement No. 61, "The Financial Reporting Entity: Omnibus", and GASB Statement No. 62, "Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements," and GASB Statement No. 63, "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position", and GASB Statement No. 65, "Items Previously Reported as Assets and Liabilities". The implementation of GASB Statement No. 60, 61, 62, 63 and 65 had no effect on the prior period fund balances of the District.

B. Compliance

Ohio Administrative Code, Section 117-2-03(B), requires the District to prepare its annual financial report in accordance with accounting principles generally accepted in the United States of America. However, the District prepared its financial statements on a cash basis, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The accompanying financial statements omit assets, liabilities, net position/fund balances, and disclosures that, while material, cannot be determined at this time. The District can be fined and various other administrative remedies may be taken against the District.

NOTE 4 - BUDGETARY BASIS OF ACCOUNTING

While the District is reporting financial position, results of operations and changes in fund balances on the cash basis, the budgetary basis as provided by law is based upon accounting for certain transactions on the basis of cash receipts, disbursements and encumbrances. The statement of receipts, disbursements and changes in fund balance – budget and actual (budgetary basis) presented for the General Fund is presented on the budgetary basis to provide meaningful comparison of actual results with the budget. The difference between the budget basis and the cash basis is outstanding year end encumbrances are treated as disbursements (budget) rather than an assignment of fund balance (cash) and some funds are included in the General Fund on the cash basis but not on the budgetary basis.

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 4 - BUDGETARY BASIS OF ACCOUNTING - (Continued)

The following table summarizes the adjustments necessary to reconcile the cash basis statements to the budgetary basis statement:

| | <u>Net Change in Fund Cash Balance</u> |
|-----------------------------|--|
| | <u>General</u> |
| Cash Basis | \$26,314 |
| Adjustment for encumbrances | (345,276) |
| Funds budgeted elsewhere** | <u>3,261</u> |
| Budget Basis | <u><u>(\$315,701)</u></u> |

** As part of Governmental Accounting Standards Board Statement No. 54, "Fund Balance Reporting", certain funds that are legally budgeted in separate special revenue funds are considered part of the General Fund on a cash basis.

NOTE 5 - DEPOSITS AND INVESTMENTS

State statutes classify monies held by the District into three categories.

Active deposits are public deposits necessary to meet current demands on the treasury. Such monies must be maintained either as cash in the District Treasury, in commercial accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

Inactive deposits are public deposits that the Board has identified as not required for use within the current two year period of designation of depositories. Inactive deposits must be either evidenced by certificates of deposit maturing not later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

Interim deposits are deposits of interim moneys. Interim moneys are those moneys which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificates of deposit maturing not more than one year from the date of deposit or by savings accounts including passbook accounts.

BERNE UNION LOCAL SCHOOL DISTRICT

Notes to the Basic Financial Statements

For the Fiscal Year Ended June 30, 2013

NOTE 5 - DEPOSITS AND INVESTMENTS - (Continued)

Public depositories must give security for all public funds on deposit. Protection of the District's deposits is provided by the Federal Deposit Insurance Corporation (FDIC), by eligible securities pledged by the financial institution as security for repayment, by surety company bonds deposited with the Treasurer by the financial institution, or by a single collateral pool established by the financial institution to secure the repayment of all public monies deposited with the institution.

Interim monies may be deposited or invested in the following securities:

1. United States Treasury Notes, Bills, Bonds, or any other obligation or security issued by the United States Treasury or any other obligation guaranteed as to principal and interest by the United States;
2. Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
3. Written repurchase agreements in the securities listed above, provided that the fair value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to fair value daily, and that the term of the agreement must not exceed thirty days;
4. Bonds and other obligations of the State of Ohio;
5. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) of this section, and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
6. The State Treasurer's investment pool (STAROhio);
7. Certain bankers acceptances and commercial paper notes for a period not to exceed one hundred eighty days from the date of purchase in an amount not to exceed twenty-five percent of interim monies available for investment at any time; and
8. Under limited circumstances, corporate debt interests rated in either of the two highest rating classifications by at least two nationally recognized rating agencies.

Investments in stripped principal or interest obligations, reverse repurchase agreements and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage and short selling are also prohibited. An investment must mature within five years from the date of purchase unless matched to a specific obligation or debt of the District, and must be purchased with the expectation that it will be held to maturity. Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the treasurer or qualified trustee or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

BERNE UNION LOCAL SCHOOL DISTRICT

Notes to the Basic Financial Statements

For the Fiscal Year Ended June 30, 2013

NOTE 5 - DEPOSITS AND INVESTMENTS - (Continued)

The following information classifies deposits and investments by categories of risk as defined in GASB Statement No. 3, "Deposits with Financial Institutions, Investments and Reverse Repurchase Agreements" and GASB Statement No. 40 "Deposit and Investment Risk Disclosures."

Deposits: Custodial credit risk is the risk that, in the event of a bank failure, the District's deposits may not be returned. All deposits are collateralized with eligible securities. Such collateral, as permitted by the Ohio Revised Code, is held in single financial institution collateral pools at Federal Reserve Banks, or at member banks of the federal reserve system, in the name of the respective depository bank and pledged as a pool of collateral against all of the public deposits it holds or as specific collateral held at the Federal Reserve Bank in the name of the District.

At June 30, 2013, the carrying amount of all District deposits was \$2,762,131, which includes \$438,170 cash with fiscal agent. Based on the criteria described in GASB Statement No. 40, "Deposit and Investment Risk Disclosures", as of June 30, 2013, \$2,264,666 of the District's bank balance of \$2,514,666 was exposed to custodial credit risk as discussed above while \$250,000 was covered by Federal Depository Insurance. The \$2,264,666 exposed to custodial risk was collateralized with securities held by the pledging financial institution or its agent in the District's name.

NOTE 6 - PROPERTY TAXES

Property taxes are levied and assessed on a calendar year basis while the District fiscal year runs from July through June. First half of tax collections are received by the District in the second half of the fiscal year. Second half tax distributions occur in the first half of the following fiscal year.

Property taxes include amounts levied against all real and public utility property located in the District. Real property tax revenue received in calendar 2013 represents collections of calendar year 2012 taxes. Real property taxes received in calendar year 2013 were levied after April 1, 2012, on the assessed value listed as of January 1, 2012, the lien date. Assessed values for real property taxes are established by State law at thirty-five percent of appraised market value. Real property taxes are payable annually or semi-annually. If paid annually, payment is due December 31; if paid semi-annually, the first payment is due December 31 with the remainder payable by June 20. Under certain circumstances, State statute permits alternate payment dates to be established.

Public utility property tax revenue received in calendar 2013 represents collections of calendar year 2013 taxes. Public utility real and tangible personal property taxes received in calendar year 2013 became a lien December 31, 2008, were levied after April 1, 2012 and are collected in 2012 with real property taxes. Public utility real property is assessed at thirty-five percent of true value; public utility tangible personal property currently is assessed at varying percentages of true value.

Single county taxpayers may pay annually or semiannually. If paid annually, payment is due April 30; if paid semiannually, the first payment is due April 30, with the remainder payable by September 20. Tangible personal property taxes paid by April 30 are usually received by the School District prior to June 30.

The District receives property taxes from Fairfield and Hocking Counties. The County Auditors periodically advance to the District its portion of the taxes collected. Second-half real property tax payments collected by the Counties by June 30, 2013 are available to finance fiscal year 2013 operations. The amount available to be advanced can vary based on the date the tax bills are sent.

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 6 - PROPERTY TAXES- (Continued)

The assessed values upon which the fiscal year 2013 taxes were collected are:

| | 2012 Second - Half Collections | | 2013 First - Half Collections | |
|---|-----------------------------------|----------------|----------------------------------|----------------|
| | Amount | Percent | Amount | Percent |
| Agricultural/Residential and Other Real Estate | \$90,305,280 | 76.72% | \$90,203,470 | 77.46% |
| Public Utility Personal | 27,402,850 | 23.28% | 26,253,340 | 22.54% |
| Total Assessed Value | <u>\$117,708,130</u> | <u>100.00%</u> | <u>\$116,456,810</u> | <u>100.00%</u> |
| Total rate per \$1,000 of assessed valuation | \$48.20 | | \$45.40 | |

NOTE 7- INCOME TAX

The District levies a voted tax of 1.00 percent for general operations on the income of residents. The tax became effective on January 1, 2009, and continues for five years. Employers of residents are required to withhold income tax on compensation and remit the tax to the state. Taxpayers are required to file an annual return. The state makes quarterly distributions to the District after withholding amounts for administrative fees and estimated refunds. Income tax receipts of \$971,133 are credited to the General Fund for fiscal year 2013.

NOTE 8 - RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disasters. During fiscal year 2013, the District contracted with Hylant Administrative Services for professional and general liability insurance, fleet insurance and property insurance. Coverage's provided are as follows:

| | |
|---|--------------|
| Building/Contents and Boiler/Machinery Building/Contents | \$28,761,274 |
| Fleet Liability (Buses \$1,000 collision and comprehensive all other \$500 deductible for collision and \$250 for comprehensive) | 3,000,000 |
| General Liability: Per Occurrence | 4,000,000 |
| Aggregate Limit | 6,000,000 |
| Public Official Bonds: | |
| Treasurer | 50,000 |
| Superintendent | 25,000 |
| Board President | 25,000 |

BERNE UNION LOCAL SCHOOL DISTRICT

Notes to the Basic Financial Statements

For the Fiscal Year Ended June 30, 2013

NOTE 8 - RISK MANAGEMENT - (Continued)

Settled claims have not exceeded this commercial coverage in any of the past three years. There has been no significant change in coverage from last year.

For fiscal year 2013, the District participated in the Ohio School Boards Association Worker's Compensation Group Rating Program (GRP) (the Plan), an insurance purchasing pool (Note 18). The intent of the Plan is to achieve the benefit of a reduced premium for the District by virtue of its grouping and representation with other participants in the Plan. The worker's compensation experience of the participating school districts is calculated as one experience and a common premium rate is applied to all school districts in the Plan. Each participant pays its worker's compensation premium to the State based on the rate for the Plan rather than its individual rate. Total savings are then calculated and each participant's individual performance is compared to the overall savings percentage of the Plan. A participant will then either receive money from or be required to contribute to the "Equity Pooling Fund". This "equity pooling" arrangement insures that each participant shares equally in the overall performance of the Plan. Participation in the Plan is limited to school districts that can meet the Plan's selection criteria. The firm Sheakley Unicom provides administrative, cost control and actuarial services to the Plan.

The District was self funded with the South Central Ohio Insurance Consortium effective January 1, 1996.

The District joined four other school districts January 1, 1996, to form a regional council of governments in accordance with Ohio Revised Code Chapter 167 and entered into an Agreement Establishing the South Central Ohio Insurance Consortium for the purpose of carrying out a joint self-insurance program pursuant to Section 9.833 of the Ohio Revised Code, in an effort to minimize risk exposure and control claims and premium costs. EVMC Benefits is the third party administrator for the consortium, with Sun Life Insurance Company as the excess loss carrier. The individual excess loss coverage is \$50,000 individual deductible per person with a \$3,000,000 maximum lifetime reimbursement per person.

The South Central Ohio Insurance Consortium was established to accumulate balances sufficient to self-insure basic medical and prescription drug coverage and permit excess umbrella coverage for claims over a predetermined level. The Board's share and the employees' share of premium contributions are determined by the negotiated agreement for certificated employees and by Board action for administrators and classified employees.

Premiums are paid to the South Central Ohio Insurance Consortium Fund and the Self Insurance Fund of the District from the Internal Service Fund. Claims payments are made on an as-incurred basis by the third party administrator, with the balance of contributions remaining with the Fiscal Agent of the Consortium.

The member districts are self insured for medical, dental and pharmacy benefits. The risk for medical, dental and pharmacy benefits remains with the member districts.

A comparison of self-insurance fund cash and investment to the actuarially-measured liability as of June 30 (the latest information year available) follows:

| | Cash and Investment | Actuarial Liabilities |
|------|------------------------|--------------------------|
| 2012 | \$25,373,629 | \$2,850,000 |
| 2013 | 26,138,536 | 3,563,000 |

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 9 - DEFINED BENEFIT PENSION PLANS

School Employees Retirement System

Plan Description - The District contributes to the School Employees Retirement System of Ohio (SERS), a cost-sharing multiple employer defined benefit pension plan. SERS provides retirement, disability, and survivor benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by Chapter 3309 of the Ohio Revised Code. SERS issues a publicly available, stand-alone financial report that includes financial statements and required supplementary information. That report can be obtained on SERS' website at www.ohsers.org under Employers/Audit Resources.

Funding Policy - Plan members are required to contribute 10 percent of their annual covered salary and the District is required to contribute 14 percent of annual covered payroll. The contribution requirements of plan members and employers are established and may be amended, up to a statutory maximum amounts, by the SERS' Retirement Board. The Retirement Board acting with the advice of the actuary, allocates the employer contribution rate among four of the funds (Pension Trust Fund, Death Benefit Fund, Medicare B Fund, and Health Care Fund) of the System. For the fiscal years ending June 30, 2013, the allocation to pension and death benefits is 13.10 percent. The remaining 0.90 percent of the 14 percent employer contribution rate is allocated to the Health Care and Medicare B Funds. The District's contributions to SERS for the fiscal years ended June 30, 2013, 2012, and 2011 were \$157,104, \$127,855, and \$138,105, respectively; 83.44 percent has been contributed for fiscal year 2013 and 100 percent for the fiscal year 2012 and 2011.

State Teachers Retirement System

The District participates in the State Teachers Retirement System of Ohio (STRS Ohio), a cost-sharing multiple employer public employee retirement system.

STRS Ohio is a statewide retirement plan for licensed teachers and other faculty members employed in the public schools of Ohio or any school, community school, college, university, institution or other agency controlled, managed and supported, in whole or in part, by the state or any political subdivision thereof.

Plan Options - New members have a choice of three retirement plans options. In addition to the Defined Benefit (DB) Plan, new members are offered a Defined Contribution (DC) Plan and a Combined Plan. The DC Plan allows members to allocate all their member contributions and employer contributions equal to 10.5 percent of earned compensation among various investment choices. The Combined Plan offers features of both the DC Plan and the DB Plan. In the Combined Plan, member contributions are allocated to investment choices by the member, and employer contributions are used to fund the defined benefit payment at a reduced level from the regular DB Plan. Contributions into the DC Plan and the Combined Plan are credited to member accounts as employers submit their payroll information to STRS Ohio, generally on a biweekly basis. DC and Combined Plan members transfer to the DB Plan during their fifth year of membership unless they permanently select the DC or Combined Plan.

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 9 - DEFINED BENEFIT PENSION PLANS – (Continued)

DB Plan Benefits – Plan benefits are established under Chapter 3307 of the Revised Code. Any member may retire who has (i) five years of service credit and attained age 60; (ii) 25 years of service credit and attained age 55; or (iii) 30 years of service credit regardless of age. The annual retirement allowance, payable for life, is the greater of the “formula benefit” or the “money-purchase benefit” calculation. Under the “formula benefit,” the retirement allowance is based on years of credited service and final average salary, which is the average of the member’s three highest salary years. The annual allowance is calculated by using a base percentage of 2.2 percent multiplied by the total number of years of service credit (including Ohio-valued purchased credit) times the final average salary. The 31st year of earned Ohio service credit is calculated at 2.5 percent. An additional one-tenth of a percent is added to the calculation for every year of earned Ohio service over 31 years (2.6 percent for 32 years, 2.7 percent for 33 years and so on) until 100 percent of final average salary is reached. For members with 35 or more years of Ohio contributing service, the first 30 years will be calculated at 2.5 percent instead of 2.2 percent. Under the “money-purchase benefit” calculation, a member’s lifetime contributions plus interest at specified rates are matched by an equal amount from other STRS Ohio funds. This total is then divided by an actuarially determined annuity factor to determine the maximum annual retirement allowance.

DC Plan Benefits – Benefits are established under Sections 3307.80 to 3307.89 of the Revised Code. For members who select the DC Plan, all member contributions and employer contributions at rate of 10.5 percent are placed in an investment account. The member determines how to allocate the member and employer money amount various investment choices. A member is eligible to receive a retirement benefit at age 50 and termination of employment. The member may elect to receive a lifetime monthly annuity or a lump-sum withdrawal. Employer contributions into members’ accounts are vested after the first anniversary of the first day of paid service. Members in the DC Plan who become disabled are entitled only to their account balance. If a member dies before retirement benefits begin, the member’s designated beneficiary is entitled to receive the member’s account balance.

Combined Plan Benefits – Member contributions are allocated by the member, and employer contributions are used to fund a defined benefit payment. A member’s defined benefit is determined by multiplying 1 percent of the member’s final average salary by the member’s years of service credit. The defined benefit portion of the Combined Plan payment is payable to a member on or after age 60. The defined contribution portion of the account may be taken as a lump sum or converted to a lifetime monthly annuity at age 50.

Eligible faculty of Ohio’s public colleges and universities may choose to enroll in either STRS Ohio or an alternative retirement plan (ARP) offered by their employer. Employees have 120 days from their employment date to select a retirement plan.

A retiree of STRS Ohio or another Ohio public retirement system is eligible for reemployment as a teacher following the elapse of two months from the date of retirement. Contributions are made by the reemployed member and employer during the reemployment. Upon termination of reemployment or age 65, whichever comes later, the retiree is eligible for an annuity benefit or equivalent lump-sum payment in addition to the original retirement allowance. A reemployed retiree may alternatively receive a refund of only member contributions with interest before age 65, once employment is terminated.

Benefits are increased annually by 3 percent of the original base amount for DB Plan participants.

The DB and Combined Plans offer access to healthcare coverage to eligible retirees who participated in the plans and their eligible dependents. Coverage under the current program includes hospitalization, physicians’ fees, prescription drugs and partial reimbursement of monthly Medicare Part B premiums. By Ohio law, health care benefits are not guaranteed.

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 9 - DEFINED BENEFIT PENSION PLANS – (Continued)

A DB or Combined Plan member with five or more years' credited service who becomes disabled may qualify for a disability benefit. Eligible spouses and dependents of members who die before retirement may qualify for survivor benefits. A death benefit of \$1,000 is payable to the beneficiary of each deceased retired member who participated in the DB Plan. Death benefit coverage up to \$2,000 can be purchased by participants in the DB, DC or Combined Plans. Various other benefits are available to members' beneficiaries.

Chapter 3307 of the Ohio Revised Code provides statutory authority for member and employer contributions. Contribution rates are established by State Teachers Retirement Board, upon recommendation of its consulting actuary, not to exceed statutory maximum rates of 10 percent for members and 14 percent for employers.

Contribution requirements and the contributions actually made for the fiscal year ended June 30, 2013, were 10 percent of covered payroll for members and 14 percent for employers. The District's required contributions for pension obligations to STRS Ohio for the fiscal years ended June 30, 2013, 2012 and 2011 were \$532,658, \$540,650 and \$596,941, respectively; 83.74 percent has been contributed for fiscal year 2013 and 100 percent for the fiscal years 2012 and 2011. Member and employer contributions actually made for DC and Combined Plan participants will be provided upon written request.

STRS Ohio issues a stand-alone financial report. Copies of STRS Ohio's 2012 Comprehensive Annual Financial Report are available.

Additional information or copies of STRS Ohio's 2012 Comprehensive Annual Financial Report can be requested by writing to the STRS Ohio, 275 East Broad Street, Columbus, Ohio 43215-3771, by calling toll-free 1-888-227-7787, or by visiting the STRS Ohio Web site at www.strsoh.org.

Social Security System

Effective July 1, 1991, all employees not otherwise covered by the School Employees Retirement System or the State Teachers Retirement System have an option to choose Social Security or the School Employees Retirement System/State Teachers Retirement System. As of June 30, 2013, four members of the Board of Education have elected Social Security. The Board's liability is 6.2 percent of wages.

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 10 - POSTEMPLOYMENT BENEFITS

School Employee Retirement System

Postemployment Benefits – In addition to a cost-sharing multiple employer defined benefit pension plan the School Employees Retirement System of Ohio (SERS) administers two postemployment benefit plans.

Medicare Part B Plan - The Medicare Part B Plan reimburses Medicare Part B premiums paid by eligible retirees and beneficiaries as set forth in Ohio Revised Code (ORC) 3309.69. Qualified benefit recipients who pay Medicare Part B premiums may apply for and receive a monthly reimbursement from SERS. The reimbursement amount is limited by statute to the lesser of the January 1, 1999 Medicare Part B premium or the current premium. The Medicare Part B monthly premium for calendar year 2013 was \$104.90 for most participants, but could be as high as \$335.70 per month depending on their income. SERS' reimbursement to retirees was \$45.50.

The Retirement Board, acting with advice of the actuary, allocates a portion of the current employer contribution rate to the Medicare B Fund. For 2013, this actuarially required allocation is 0.74. The District's contributions for Medicare Part B for the fiscal years ended June 30, 2013, 2012, and 2011 were \$1,163, \$1,152 and \$8,887, respectively; 26.17 percent has been contributed for fiscal year 2013 and 100 percent for the fiscal year 2012 and 2011.

Health Care Plan – ORC 3309.375 and 3309.69 permit SERS to offer health care benefits to eligible retirees and beneficiaries. SERS' Retirement Board reserves the right to change or discontinue any health plan or program. SERS offers several types of health plans from various vendors, including HMOs, PPOs, Medicare Advantage and traditional indemnity plans. A prescription drug program is also available to those who elect health coverage. SERS employs two third-party administrators and a pharmacy benefit manager to manage the self-insurance and prescription drug plans, respectively.

The ORC provides the statutory authority to fund SERS' postemployment benefits through employer contributions. Active members do not make contributions to the postemployment benefit plans.

The Health Care Fund was established under, and is administered in accordance with Internal Revenue Code Section 105(e). Each year after the allocation for statutorily required benefits, the Retirement Board allocates the remainder of the employer 14 percent contribution to the Health Care Fund. For the year ended June 30, 2013, the health care allocation is 0.16 percent. An addition health care surcharge on employers is collected for employees earning less than an actuarially determined minimum compensation amount, pro-rated according to service credit earned. Statutes provide that no employer shall pay a health care surcharge greater than 2 percent of that employer's SERS-covered payroll; nor may SERS collect in aggregate more than 1.5 percent of the total statewide SERS-covered payroll for the health care surcharge. For fiscal year 2013, the minimum compensation level was established at \$20,525. The surcharge, added to the unallocated portion of the 14 percent employer contribution rate is the total amount assigned to the Health Care Fund. The District's contributions assigned to health care for the fiscal years ended June 30, 2013, 2012, and 2011 were \$26,453, \$38,889 and \$31,902, respectively.

The SERS Retirement Board establishes the rules for the premiums paid by the retirees for health care coverage for themselves and their dependents or for their surviving beneficiaries. Premiums vary depending on the plan selected, qualified years of service, Medicare eligibility, and retirement status.

The financial reports of SERS' Health Care and Medicare B plans are included in its Comprehensive Annual Financial Report. The report can be obtained on SERS' website at www.ohsers.org under Employers/Audit Resources.

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 10 - POSTEMPLOYMENT BENEFITS - (Continued)

State Teachers Retirement System

Plan Description – State Teachers Retirement System of Ohio (STRS Ohio) administers a pension plan that is comprised of: a Defined Benefits Plan, a self-directed Defined Contribution Plan, and a Combined Plan that is a hybrid of the Defined Benefits Plan and the Defined Contribution Plan.

Ohio law authorizes STRS Ohio to offer a cost-sharing, multiple-employer health care plan. STRS Ohio provides access to health care coverage to eligible retirees who participated in the Defined Benefit or Combined Plans. Coverage under the current program includes hospitalization, physicians' fees, prescription drugs and reimbursement of monthly Medicare Part B premiums.

Pursuant to Chapter 3307 of the Revised Code, the Retirement Board has discretionary authority over how much, if any, of the associated health care costs will be absorbed by STRS Ohio. All health care plan enrollees, for the most recent year, pay a portion of the health care costs in the form of a monthly premium. The District's contributions for health care for the fiscal years ended June 30, 2013, 2012, and 2011 were \$38,047, \$41,588 and \$45,919, respectively; 100 percent has been contributed for the fiscal years 2013, 2012 and 2011.

STRS Ohio issues a stand-alone financial report. Interested parties can view the most recent Comprehensive Annual Financial Report by visiting www.strsoh.org or by requesting a copy by calling toll-free (888) 227-7877.

NOTE 11 - EMPLOYEE BENEFITS

Compensated Absences

The criteria for determining vested vacation and sick leave components are derived from negotiated agreements and State laws. Classified employees earn ten to twenty-five days of vacation per year, depending upon length of service. Accumulated, unused vacation time is paid to classified employees upon termination of employment. Teachers and administrators who work less than 260 days per year do not earn vacation time.

Teachers, administrators, and classified employees earn sick leave at the rate of one and one-fourth days per month. Sick leave may be accumulated up to a maximum of 250 days for aides and all other classified employees and for certified employees. Upon retirement, payment is made for one-fourth of accrued, but unused sick leave credit up to a maximum of 55 days for all employees.

BERNE UNION LOCAL SCHOOL DISTRICT

Notes to the Basic Financial Statements

For the Fiscal Year Ended June 30, 2013

NOTE 12 - LONG-TERM OBLIGATIONS

The changes in the District's long-term liabilities during fiscal year 2013 were as follows:

| | Issue Date | Interest Rate | Principal Outstanding at July 1, 2012 | Additions | Deductions | Principal Outstanding at June 30, 2013 | Amount Due In One Year |
|---|---------------|------------------|---|------------|------------------|--|---------------------------|
| <i>Governmental Activities:</i> | | | | | | | |
| Energy Loan | 2007 | 3.99% | \$627,198 | \$0 | \$105,108 | \$522,090 | \$112,109 |
| Refunding Bonds | 2006 | 3.50% | 925,000 | 0 | 420,000 | 505,000 | 360,000 |
| Premium on Refunding Bonds | | | 50,547 | 0 | 16,849 | 33,698 | 16,849 |
| Capital Lease | | | 95,974 | 0 | 33,343 | 62,631 | 33,343 |
| Total Governmental Activities Long-Term Obligations | | | <u>\$ 1,698,719</u> | <u>\$0</u> | <u>\$575,300</u> | <u>\$1,123,419</u> | <u>\$522,301</u> |

HB264 Energy Loan - In July 2007, Berne Union Local School District issued general obligation notes for H.B. 264 energy improvements. The notes were issued for \$1,055,000 at 3.99% interest and mature December, 2017. The notes will be retired through the General Fund using amounts from energy savings.

Refunding General Obligation Bonds - During fiscal year 2006, the District issued \$3,040,000 of general obligation bonds for the current refunding of \$3,040,000 of the 1993 series bonds. The \$151,641 premium on the issuance of the refunding bonds is netted against this new debt and will be amortized over the life of this new debt, which has the same remaining life of the refunded debt of 9 years. The refunding was undertaken to reduce total future debt service payments. The refunding resulted in an economic gain of \$256,554 and a reduction of \$199,786 in future debt service payments. Additionally, there was an unamortized bond premium of \$32,237. The refunding bonds are retired through the Bond Retirement Fund using tax revenues.

On November 8, 1994, the voters of the District passed a .5 mill levy to qualify for State Building Assistance Funds. The District received a \$6,120,000 loan from the State of Ohio for the construction and reconstruction of classroom facilities.

Pursuant to changes that became effective on September 14, 2000, Section 3318.05 of the Ohio Revised Code was amended eliminating the requirement that certain school districts receiving state classroom facilities assistance repay one-half of the required twenty-three year one-half mill levy. From that date forward any school district that had previously been required to make repayment has been directed to cease making the payments to the Ohio School Facilities Commission and to instead deposit one hundred percent of the proceeds in the Classroom Facilities Maintenance Nonmajor Special Revenue Fund designated by the Auditor of State.

The District's overall legal debt margin was \$9,454,023 with an unvoted debt margin of \$116,457 at June 30, 2013.

BERNE UNION LOCAL SCHOOL DISTRICT

Notes to the Basic Financial Statements

For the Fiscal Year Ended June 30, 2013

NOTE 12 - LONG-TERM OBLIGATIONS - (Continued)

The annual requirements to retire the general obligation debt outstanding at June 30, 2013 are as follows:

| Fiscal Year Ending June 30, | Refunding Bonds | | Energy Loan | | Total | |
|--------------------------------|------------------|-----------------|------------------|-----------------|--------------------|-----------------|
| | Principal | Interest | Principal | Interest | Principal | Interest |
| 2014 | \$360,000 | \$16,250 | \$112,109 | \$21,017 | \$472,109 | \$37,267 |
| 2015 | 145,000 | 3,625 | 116,645 | 16,481 | 261,645 | 20,106 |
| 2016 | 0 | 0 | 121,364 | 11,762 | 121,364 | 11,762 |
| 2017 | 0 | 0 | 126,254 | 6,872 | 126,254 | 6,872 |
| 2018 | 0 | 0 | 45,718 | 1,746 | 45,718 | 1,746 |
| Total Debt | <u>\$505,000</u> | <u>\$19,875</u> | <u>\$522,090</u> | <u>\$57,878</u> | <u>\$1,027,090</u> | <u>\$77,753</u> |

NOTE 13 - CAPITAL LEASE

The \$62,631 of the outstanding capital lease relates to the lease/purchase of copiers.

The following is a schedule of the future minimum lease payment required under the capital lease and the present value of the minimum lease payment as of June 30, 2013:

| Fiscal Year Ending June 30, | Capital Lease Payments |
|---|---------------------------|
| 2014 | \$42,484 |
| 2015 | 21,242 |
| Total Future Minimum Lease Payment | 63,726 |
| Amount Representing Interest | (1,095) |
| Present Value of Future Minimum Lease Payment | <u>\$62,631</u> |

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 14 – FUND CASH BALANCES

As of June 30, 2013, fund cash balances are composed of the following:

| | <u>General</u> | <u>Bond Retirement</u> | <u>Nonmajor Governmental Funds</u> | <u>Total Governmental Funds</u> |
|---------------------------|--------------------|------------------------|--|---|
| <i>Nonspendable:</i> | | | | |
| Unclaimed Monies | \$1,740 | \$0 | \$0 | \$1,740 |
| <i>Restricted:</i> | | | | |
| Debt Service | 0 | 515,723 | 0 | 515,723 |
| Facilities Maintenance | 0 | 0 | 39,185 | 39,185 |
| State Grants | 0 | 0 | 4,009 | 4,009 |
| Federal Grants | 0 | 0 | 27,690 | 27,690 |
| Food Service | 0 | 0 | 108,779 | 108,779 |
| Athletics/Band | 0 | 0 | 18,918 | 18,918 |
| <i>Total Restricted</i> | <u>0</u> | <u>515,723</u> | <u>198,581</u> | <u>714,304</u> |
| <i>Assigned:</i> | | | | |
| Future Appropriations | 857,108 | 0 | 0 | 857,108 |
| Uniform School Supplies | 7,383 | 0 | 0 | 7,383 |
| Public School Support | 17,881 | 0 | 0 | 17,881 |
| Student Instruction | 22,275 | 0 | 0 | 22,275 |
| Student and Staff Support | 282,056 | 0 | 0 | 282,056 |
| Extracurricular | 821 | 0 | 0 | 821 |
| <i>Total Assigned</i> | <u>1,187,524</u> | <u>0</u> | <u>0</u> | <u>1,187,524</u> |
| <i>Unassigned</i> | <u>189,869</u> | <u>0</u> | <u>0</u> | <u>189,869</u> |
| Total Fund Balances | <u>\$1,379,133</u> | <u>\$515,723</u> | <u>\$198,581</u> | <u>\$2,093,437</u> |

NOTE 15 - STATUTORY SET-ASIDES

The District is required by State statute to annually set-aside in the General Fund an amount based on a statutory formula for the acquisition and construction of capital improvements. Amounts not spent by year-end or offset by similarly restricted resources received during the year must be held in cash at year-end and carried forward to be used for the same purposes in future years. The State eliminated the required set aside for the purchase of textbooks and other unrestricted materials for the year ended June 30, 2013.

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 15 - STATUTORY SET-ASIDES - (Continued)

The following changes occurred in the District set-aside reserve accounts during fiscal year 2013:

| | <u>Capital Acquisition</u> |
|--|--------------------------------|
| Set-Aside Reserve Balance as of June 30, 2012 | \$0 |
| Current Year Set-Aside Requirement | 150,494 |
| Qualifying Disbursements | <u>(175,265)</u> |
| Totals | <u>(24,771)</u> |
| Set-Aside Balance Carried Forward to Future Fiscal Years | <u><u>\$0</u></u> |

Excess of qualified expenditures for capital improvements do not carry forward. In addition, though no longer required, the District has opted to establish a budget stabilization reserve in the amount of \$100,000, which is included in unassigned fund balance.

NOTE 16 - ENCUMBRANCE COMMITMENTS

The District utilizes encumbrance accounting as part of its budgetary controls. Encumbrances outstanding at year end may be reported as part of restricted, committed, or assigned classifications of fund balance. At year end, the District's commitments for encumbrances in the governmental funds were as follows:

| | <u>Year-End Encumbrances</u> |
|-----------------------------|----------------------------------|
| General Fund | \$347,448 |
| Nonmajor governmental funds | <u>57,969</u> |
| Total | <u><u>\$405,417</u></u> |

NOTE 17 - JOINTLY GOVERNED ORGANIZATIONS

Metropolitan Education Council (MEC)

Metropolitan Education Council is a jointly governed organization created as a regional council of governments pursuant to State statutes. MEC is a not for profit educational council whose primary purpose and objective is to contribute to the educational services available to school districts in Franklin County and surrounding areas by cooperative action membership. The governing board consists of a representative from each of the Franklin County districts. Districts outside of Franklin County are associate members and each county selects a single district to represent them on the governing board. MEC is its own fiscal agent. The District does not have an ongoing financial interest in or ongoing financial responsibility for MEC. MEC provides computer services to the District.

BERNE UNION LOCAL SCHOOL DISTRICT

*Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2013*

NOTE 17 - JOINTLY GOVERNED ORGANIZATIONS- (Continued)

South Central Ohio Insurance Consortium (SCOIC)

South Central Ohio Insurance Consortium is a regional council of governments organized under Ohio Revised Code Chapter 167. The SCOIC's primary purpose and objective is establishing and carrying out a cooperative health program for its member organizations. The governing board consists of the superintendent or other designee appointed by each of the members of the SCOIC. The District does not have an ongoing financial interest in or financial responsibility for the SCOIC other than claims paid on behalf of the District for District employees.

NOTE 18 - INSURANCE PURCHASING POOL

Ohio School Boards Association Worker's Compensation Group Rating Program

The District participates in the Ohio School Boards Association Worker's Compensation Group Rating Program (GRP), an insurance purchasing pool with Sheakley Uniservice, Inc. The GRP's business and affairs are conducted by a three member Board of Directors consisting of the President, the President Elect and the Immediate Past President of the OSBA. The Executive Director of the OSBA, or his designee, serves as coordinator of the program. Each year, the participating school districts pay an enrollment fee to the GRP to cover the costs of administering the program.

NOTE 19 - CONTINGENCIES

A. Grants

The District received financial assistance from federal and state agencies in the form of grants. The expenditure of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and is subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the General Fund or other applicable funds. However, the effect of any such disallowed claims on the overall financial position of the District at June 30, 2013, if applicable, cannot be determined at this time.

B. Litigation

The District is involved in no pending litigation that would have a material effect on the financial condition of the District.

**BERNE UNION LOCAL SCHOOL DISTRICT
FAIRFIELD COUNTY**

**SCHEDULE OF FEDERAL AWARDS RECEIPTS AND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 2013**

| FEDERAL GRANTOR <i>Pass Through Grantor</i> | Grant Award | Federal | | |
|---|-------------|---------|--------------------------|--------------------------|
| Program Title | Year | CFDA | Receipts | Disbursements |
| | | Number | | |
| <u>U.S. DEPARTMENT OF AGRICULTURE:</u> | | | | |
| <i>Passed Through Ohio Department of Education:</i> | | | | |
| Cash Assistance: | | | | |
| National School Lunch Program | 2013 | 10.555 | \$ 193,055 | \$ 193,055 |
| Non -Cash Assistance (Food Distribution) | | | | |
| National School Lunch Program | 2013 | 10.555 | 17,392 | 17,392 |
| Total National School Lunch Program | | | <u>210,447</u> | <u>210,447</u> |
| Total U.S. Department of Agriculture | | | <u>210,447</u> | <u>210,447</u> |
| <u>U.S. DEPARTMENT OF EDUCATION:</u> | | | | |
| <i>Passed Through Ohio Department of Education:</i> | | | | |
| Title I: | | | | |
| Title I Grants to Local Educational Agencies Program | 2012 | 84.010 | 22,221 | 38,355 |
| | 2013 | 84.010 | 247,585 | 231,099 |
| Total Title I | | | <u>269,806</u> | <u>269,454</u> |
| Special Education Cluster: | | | | |
| Special Education_Grants to States Program | 2012 | 84.027 | 31,281 | 40,420 |
| | 2013 | 84.027 | 153,235 | 142,031 |
| Special Education_Preschool Grants Program | 2013 | 84.173 | 2,839 | 2,839 |
| Total Special Education Cluster | | | <u>187,355</u> | <u>185,290</u> |
| 21st Century Community Learning Center Program | 2013 | 84.287 | 150,000 | 150,000 |
| Education Technology State Grants Program | 2012 | 84.318 | - | 526 |
| Rural Education Program | 2012 | 84.358 | 1,816 | 3,374 |
| Improving Teacher Quality State Grants Program | 2012 | 84.367 | 930 | 3,468 |
| | 2013 | 84.367 | 38,884 | 38,884 |
| | | | <u>39,814</u> | <u>42,352</u> |
| ARRA - Race to the Top Program | 2013 | 84.395 | 1,400 | 1,400 |
| Total U.S. Department of Education | | | <u>650,191</u> | <u>652,396</u> |
| Totals | | | <u>\$ 860,638</u> | <u>\$ 862,843</u> |

The accompanying notes to this schedule are an integral part of this schedule.

**BERNE UNION LOCAL SCHOOL DISTRICT
FAIRFIELD COUNTY**

**NOTES TO THE SCHEDULE OF FEDERAL AWARDS RECEIPTS AND EXPENDITURES
FISCAL YEAR ENDED JUNE 30, 2013**

NOTE A - SIGNIFICANT ACCOUNTING POLICIES

The accompanying the Schedule of Federal Awards Receipts and Expenditures (the Schedule) reports the Berne Union Local School District's (the District's) federal award programs' receipts and disbursements. The Schedule has been prepared on the cash basis of accounting.

NOTE B - CHILD NUTRITION CLUSTER

The District commingles cash receipts from the U.S. Department of Agriculture with similar State grants. When reporting expenditures on this Schedule, the District assumes it expends federal monies first.

NOTE C – FOOD DONATION PROGRAM

The District reports commodities consumed on the Schedule at the fair value. The District allocated donated food commodities to the respective program that benefitted from the use of those donated food commodities.



Dave Yost • Auditor of State

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

Berne Union Local School District
Fairfield County
506 North Main Street
Sugar Grove, Ohio 43155

To the Board of Education:

We have audited, in accordance with auditing standards generally accepted in the United States and the Comptroller General of the United States' *Government Auditing Standards*, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Berne Union Local School District, Fairfield County, Ohio, (the District) as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated March 25, 2014 wherein we noted the Government uses a special purpose framework other than generally accepted accounting principles.

Internal Control Over Financial Reporting

As part of our financial statement audit, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures appropriate in the circumstances to the extent necessary to support our opinion on the financial statements, but not to the extent necessary to opine on the effectiveness of the District's internal control. Accordingly, we have not opined on it.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Therefore, unidentified material weaknesses or significant deficiencies may exist. However, as described in the accompanying schedule of findings we identified a certain deficiency in internal control over financial reporting, that we consider a material weakness.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A *material weakness* is a deficiency, or a combination of internal control deficiencies resulting in a reasonable possibility that internal control will not prevent or detect and timely correct a material misstatement of the District's financial statements. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider finding 2013-001 described in the accompanying schedule of findings to be a material weakness.

Compliance and Other Matters

As part of reasonably assuring whether the District's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, opining on compliance with those provisions was not an objective of our audit and accordingly, we do not express an opinion. The results of our tests disclosed an instance of noncompliance or other matters we must report under *Government Auditing Standards* which is described in the accompanying schedule of findings as item 2013-002.

Entity's Response to Findings

The District's responses to the findings identified in our audit are described in the accompanying schedule of findings. We did not audit the District's responses and, accordingly, we express no opinion on them.

Purpose of this Report

This report only describes the scope of our internal control and compliance testing and our testing results, and does not opine on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed under *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Dave Yost
Auditor of State
Columbus, Ohio

March 25, 2014



Dave Yost • Auditor of State

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

Berne Union Local School District
Fairfield County
506 North Main Street
Sugar Grove, Ohio 43155

To the Board of Education:

Report on Compliance for Each Major Federal Program

We have audited the Berne Union Local School District's (the District) compliance with the applicable requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133, Compliance Supplement* that could directly and materially affect each of the Berne Union Local School District's major federal programs for the year ended June 30, 2013. The *Summary of Auditor's Results* in the accompanying schedule of findings identifies the District's major federal programs.

Management's Responsibility

The District's Management is responsible for complying with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to opine on the District's compliance for each of the District's major federal programs based on our audit of the applicable compliance requirements referred to above. Our compliance audit followed auditing standards generally accepted in the United States of America; the standards for financial audits included in the Comptroller General of the United States' *Government Auditing Standards*; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. These standards and OMB Circular A-133 require us to plan and perform the audit to reasonably assure whether noncompliance with the applicable compliance requirements referred to above that could directly and materially affect a major federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe our audit provides a reasonable basis for our compliance opinion on the District's major programs. However, our audit does not provide a legal determination of the District's compliance.

Basis for Qualified Opinion on Title I Grants to Local Educational Agencies

As described in findings 2013-003 and 2013-004 in the accompanying schedule of findings the District did not comply with requirements regarding cash management applicable to its Title I Grants to Local Educational Agencies major federal program. Compliance with this requirement is necessary, in our opinion, for the District to comply with requirements applicable to this program.

Qualified Opinion on Title I Grants to Local Educational Agencies

In our opinion, except for the noncompliance described in the *Basis for Qualified Opinion on Title I Grants to Local Educational Agencies* paragraph, the Berne Union Local School District complied, in all material respects, with the requirements referred to above that could directly and materially affect its *Title I Grants to Local Educational Agencies* for the year ended June 30, 2013.

Unmodified Opinion on Each of the Other Major Federal Programs

In our opinion, Berne Union Local School District complied in all material respects with the requirements referred to above that could directly and materially affect its other major federal program identified in the *Summary of Auditor's Results* section of the accompanying schedule of findings for the year ended June 30, 2013.

Other Matters

The results of our auditing procedures disclosed an instance of noncompliance which OMB Circular A-133 requires us to report, described in the accompanying schedule of findings as item 2013-005. This finding did not require us to modify our compliance opinion on each major federal program.

The District's response to our noncompliance finding is described in the accompanying schedule of findings. We did not audit the District's response and, accordingly, we express no opinion on it.

Report on Internal Control Over Compliance

The District's management is responsible for establishing and maintaining effective internal control over compliance with the applicable compliance requirements referred to above. In planning and performing our compliance audit, we considered the District's internal control over compliance with the applicable requirements that could directly and materially affect a major federal program, to determine our auditing procedures appropriate for opining on each major federal program's compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not to the extent needed to opine on the effectiveness of internal control over compliance. Accordingly, we have not opined on the effectiveness of the District's internal control over compliance.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. Therefore, we cannot assure we have identified all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. However, as discussed below, we identified certain deficiencies in internal control over compliance that we consider to be material weaknesses.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, when performing their assigned functions, to prevent, or to timely detect and correct, noncompliance with a federal program's applicable compliance requirement.

A material weakness in internal control over compliance is a deficiency, or combination of deficiencies in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a federal program's compliance requirement will not be prevented, or timely detected and corrected. A significant deficiency in internal control over compliance is a deficiency or a combination of deficiencies in internal control over compliance with a federal program's applicable compliance requirement that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiencies in internal control over compliance described in the accompanying schedule of findings as items 2013-003 and 2013-004 to be material weaknesses.

The District's responses to our internal control over compliance findings are described in the accompanying schedule of findings. We did not audit the District's responses and, accordingly, we express no opinion on them.

This report only describes the scope of our tests of internal control over compliance and the results of this testing based on OMB Circular A-133 requirements. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping "D" and "Y".

Dave Yost
Auditor of State
Columbus, Ohio

March 25, 2014

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**BERNE UNION LOCAL SCHOOL DISTRICT
FAIRFIELD COUNTY**

**SCHEDULE OF FINDINGS
OMB CIRCULAR A -133 § .505
JUNE 30, 2013**

1. SUMMARY OF AUDITOR'S RESULTS

| | | |
|---------------------|--|---|
| <i>(d)(1)(i)</i> | Type of Financial Statement Opinion | Unmodified |
| <i>(d)(1)(ii)</i> | Were there any material control weaknesses reported at the financial statement level (GAGAS)? | Yes |
| <i>(d)(1)(ii)</i> | Were there any significant deficiencies in internal control reported at the financial statement level (GAGAS)? | No |
| <i>(d)(1)(iii)</i> | Was there any reported material noncompliance at the financial statement level (GAGAS)? | Yes |
| <i>(d)(1)(iv)</i> | Were there any material internal control weaknesses reported for major federal programs? | Yes |
| <i>(d)(1)(iv)</i> | Were there any significant deficiencies in internal control reported for major federal programs? | No |
| <i>(d)(1)(v)</i> | Type of Major Programs' Compliance Opinion | Qualified over Title I Unmodified over National School Lunch Program (Nutrition Cluster) |
| <i>(d)(1)(vi)</i> | Are there any reportable findings under § .510(a)? | Yes |
| <i>(d)(1)(vii)</i> | Major Programs (list): | CFDA #10.553 and 10.555 National School Lunch Program CFDA # 84.010 Title I Grants to Local Educational Agencies |
| <i>(d)(1)(viii)</i> | Dollar Threshold: Type A/B Programs | Type A: > \$ 300,000 Type B: all others |
| <i>(d)(1)(ix)</i> | Low Risk Auditee? | No |

**2. FINDINGS RELATED TO THE FINANCIAL STATEMENTS
REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS**

FINDING NUMBER 2013-001

1. Material Weakness – Financial Statement Presentation

Sound financial reporting is the responsibility of the Treasurer and the Board of Education and is essential to ensure the information provided to the readers of the financial statements is complete and accurate.

**BERNE UNION LOCAL SCHOOL DISTRICT
FAIRFIELD COUNTY**

**SCHEDULE OF FINDINGS
OMB CIRCULAR A -133 § .505
JUNE 30, 2013
(Continued)**

| |
|---|
| 2. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS (Continued) |
|---|

FINDING NUMBER 2013-001 (Continued)

1. Material Weakness – Financial Statement Presentation (Continued)

The following adjustments were made to the June 30, 2013, financial statements and the District's accounting records:

- Restricted cash was reclassified in the amount of \$100,000 to unrestricted cash as these amounts did not meet the definition of restricted cash under GASB 54.
- Cash with fiscal agent was adjusted in the amount of \$332,838 to agree to Consortium amount.

Although the District has internal control processes over financial reporting, the existence of a misstatement, suggests controls may not be effective or may not be operating as management intends.

We recommend the District analyze its controls currently in place over financial reporting and determine if they are functioning as intended and are adequate to reduce the risk of reporting inaccurate financial information.

Official's Response: The District's GASB 34 (OCBOA) statements are prepared by J.L. Uhrig and Associates Inc. Beginning in FY 2014 the Treasurer's Office will review these statements more closely.

FINDING NUMBER 2013-002

2. Noncompliance - GAAP Financial Statements

Ohio Admin. Code Section 117-2-03(B) requires the District to prepare its annual financial report in accordance with Generally Accepted Accounting Principles (GAAP). For the year ended June 30, 2013, the District's prepared financial statements and footnotes on a comprehensive accounting basis that, although formatted similar to GAAP, report on the cash basis of accounting,. The accompanying financial statements and notes omit assets, liabilities, fund equities, and disclosures that, while material, cannot be determined at this time. Pursuant to Ohio Rev. Code Section 117.38 the District may be fined and subject to various other administrative remedies for its failure to file the required financial report. Failure to report on a GAAP basis compromises the District's ability to evaluate and monitor the overall financial condition of the District.

We recommend the District file its Financial Statements using the GAAP basis of accounting.

Official's Response: The decision to prepare cash basis financial statements is a decision the District Board of Education believes to be in the best interest of the organization. The Board evaluated the cost-benefit relationship of preparing GAAP statements for the year ended June 30, 2013 and made the decision that the significant dollars saved, outweighed the benefit received.

**BERNE UNION LOCAL SCHOOL DISTRICT
FAIRFIELD COUNTY**

**SCHEDULE OF FINDINGS
OMB CIRCULAR A -133 § .505
JUNE 30, 2013
(Continued)**

3. FINDINGS FOR FEDERAL AWARDS

1. Noncompliance/Material Weakness – Cash Management

| | |
|------------------------------------|--|
| Finding Number | 2013-003 |
| CFDA Title and Number | 84.010- Title I Grants to Local Educational Agencies |
| Federal Award Number / Year | 2013 |
| Federal Agency | U.S. Department of Education |
| Pass-Through Agency | Ohio Department of Education |

34 CFR 80.21 prescribes the basic standards and methods under which a Federal agency will make payments to grantees, and grantees will make payments to subgrantees and contractors. **34 CFR 80.21(c)** provides in part, that grantees shall be paid in advance, provided they have procedures in place to minimize the time elapsing between the transfer of funds and their disbursement by the grantee.

The Ohio Department of Education allows local governments to have 30 days in which to expend an advance of federal funds.

During fiscal year 2013, the following receipts were noted as not being expended within the required 30 day time limit:

| Grant Title | Grant Year | Receipt Amount | Date Received | Date Spent | Number of Days Past the 30-day Limit |
|-------------|------------|----------------|---------------|------------|--------------------------------------|
| Title I | 2013 | \$65,426.62 | 10/5/12 | 11/9/12 | 5 |
| Title I | 2013 | 27,731.35 | 11/15/12 | 2/1/13 | 48 |
| Title I | 2013 | 27,013.00 | 12/19/12 | 2/15/13 | 28 |
| Title I | 2013 | 40,461.70 | 2/21/13 | 4/9/13 | 17 |
| Title I | 2013 | 33,609.84 | 4/11/13 | 5/24/13 | 13 |
| Title I | 2013 | 26,671.00 | 6/11/13 | 7/19/13 | 8 |

Imputed interest as a result of the above non-compliance resulted in an estimated \$44 of interest on federal monies.

We recommend that Berne Union Local School District develop internal controls to ensure they fully expend federal grant receipts within thirty days of receipt.

Official's Response: Beginning immediately the District will only request funds that can be spent within 30 days to ensure compliance with the 30 day rule.

**BERNE UNION LOCAL SCHOOL DISTRICT
FAIRFIELD COUNTY**

**SCHEDULE OF FINDINGS
OMB CIRCULAR A -133 § .505
JUNE 30, 2013
(Continued)**

3. FINDINGS FOR FEDERAL AWARDS (Continued)

2. Noncompliance/Material Weakness – Project Cash Requests Cash Management

| | |
|------------------------------------|--|
| Finding Number | 2013-004 |
| CFDA Title and Number | 84.010- Title I Grants to Local Educational Agencies |
| Federal Award Number / Year | 2013 |
| Federal Agency | U.S. Department of Education |
| Pass-Through Agency | Ohio Department of Education |

The Ohio Department of Education (ODE) Comprehensive Continuous Improvement Plan (CCIP) Assurances provide that the subgrantee will make reports to ODE and to the department as may reasonably be necessary to enable ODE and the department to perform their duties. The reports shall be completed and submitted in accordance with the standards and procedures designated by ODE and/or the department and shall be supported by appropriate documentation.

The Ohio Department of Education (ODE) Federal Fiscal Report Procedures # 1, and ODE Superintendent Weekly E-mail, dated December 6, 2002 require the following:
Consolidated Application Assurance item 5 provides that the Center will report to ODE as may be reasonable necessary to enable ODE to perform its duties.

Program funds are reported to the State of Ohio by the following reports on the Project Cash Request (PCR) and the Final Expenditure Report (FER).

The Ohio Department of Education Office of Grants Management Project Cash Requests Instructions dated August 3, 2004 provides all amounts reported on the project cash requests must reconcile to the District's accounting system used to prepare annual financial statements.

The following differences were noted between the amounts reported on the District's PCRs submitted to ODE and the District's accounting ledgers for its Title I grant as follows:

| Program Name | CFDA # | PCR Date | Expenditures Reported on PCR | Actual Expenditures per Accounting Ledgers | Variance |
|--------------|--------|----------|------------------------------|--|---------------|
| Title I | 84.010 | 9/25/12 | \$38,413.62 | \$26,383.32 | \$(12,030.30) |
| Title I | 84.010 | 11/5/12 | 66,144.97 | 58,717.67 | (7,427.30) |
| Title I | 84.010 | 12/4/12 | 91,581.285 | 74,153.98 | (17,427.30) |
| Title I | 84.010 | 2/7/13 | 133,961.67 | 127,477.24 | (6,484.43) |
| Title I | 84.010 | 3/25/13 | 167,571.51 | 154,212.37 | (13,359.14) |
| Title I | 84.010 | 5/10/13 | 193,984.06 | 186,360.86 | (7,623.20) |
| Title I | 84.010 | 6/4/13 | 213,362.98 | 199,580.41 | (13,782.57) |

**BERNE UNION LOCAL SCHOOL DISTRICT
FAIRFIELD COUNTY**

**SCHEDULE OF FINDINGS
OMB CIRCULAR A -133 § .505
JUNE 30, 2013
(Continued)**

3. FINDINGS FOR FEDERAL AWARDS (Continued)

2. Noncompliance/Material Weakness – Project Cash Requests Reporting (Continued)

While the District has controls to facilitate compliance with these reporting requirements, we recommend the District ensure those controls are functioning as intended. Only actual cash basis expenditures of the program (and any negative balance) are to be reported on the Project Cash Request forms submitted to Ohio Department of Education.

We recommend for the District to accurately record expenditures on the project cash requests submitted to the Ohio Department of Education for grant revenue.

Official's Response: Beginning immediately, the District will ensure that expenditures spent match the PCR expenditures reported to date.

3. Noncompliance – Federal Schedule Adjustments

| | |
|------------------------------------|--------------------------------------|
| Finding Number | 2013-005 |
| CFDA Title and Number | 10.555 National School Lunch Program |
| Federal Award Number / Year | 2013 |
| Federal Agency | U.S. Department of Education |
| Pass-Through Agency | Ohio Department of Education |

OMB Circular A-133 Subpart C, Section .310(B)(1)-(3) requires the auditee to prepare the Federal Awards Receipts and Expenditures Schedule for the period covered by the auditee's financial statements. At a minimum, the schedule shall provide total Federal awards expended for each individual Federal program and the CFDA number or other identifying number when the CFDA information is not available.

The following adjustments were made to the schedule prepared by the District:

- To record Nutrition Cluster Commodities in the amount of \$17,392.
- To record Race to the Top, (a non-major program) expenditures of \$1,400.

The District's Schedule has been adjusted to accurately reflect Federal awards expenditures.

We recommend for the District to implement procedures to ensure the Federal Awards Receipts and Expenditures Schedule is complete and accurate.

Official's Response: The District will be cognizant of this and ensure completeness of its federal schedule.

**BERNE UNION LOCAL SCHOOL DISTRICT
FAIRFIELD COUNTY**

**CORRECTIVE ACTION PLAN
OMB CIRCULAR A -133 § .315(c)
JUNE 30, 2013**

| Finding Number | Planned Corrective Action | Anticipated Completion Date | Responsible Contact Person |
|----------------|--|-----------------------------|----------------------------|
| 2013-003 | Beginning immediately the District will only request funds that can be spent within 30 days to ensure compliance with the 30 day rule. | 4/14/14 | Kirk Grandy, Treasurer |
| 2013-004 | Beginning immediately, the District will ensure that expenditures spent match the PCR expenditures reported to date. | 4/14/14 | Kirk Grandy, Treasurer |
| 2013-005 | The District will be cognizant of this and ensure completeness of its federal schedule. | 4/14/14 | Kirk Grandy, Treasurer |

**BERNE UNION LOCAL SCHOOL DISTRICT
FAIRFIELD COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS
OMB CIRCULAR A -133 § .315 (b)
JUNE 30, 2013**

| Finding Number | Finding Summary | Fully Corrected? | Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain</i> |
|----------------|--|------------------|--|
| 2012-001 | GAAP financial reporting - Ohio Admin. Code 117-2-03(B). | No | Repeated as finding 2013-002. |

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Dave Yost • Auditor of State

INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURE

Berne Union Local School District
Fairfield County
506 North Main Street
Sugar Grove, Ohio 43155

To the Board of Education:

Ohio Rev. Code Section 117.53 states "the auditor of state shall identify whether the school district or community school has adopted an anti-harassment policy in accordance with Section 3313.666 of the Revised Code. This determination shall be recorded in the audit report. The auditor of state shall not prescribe the content or operation of any anti-harassment policy adopted by a school district or community school."

Accordingly, we have performed the procedure enumerated below, which was agreed to by the Board, solely to assist the Board in evaluating whether Berne Union Local School District has updated its anti-harassment policy in accordance with Ohio Rev. Code Section 3313.666. Management is responsible for complying with this requirement. This agreed-upon procedure engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of this procedure is solely the responsibility of the Board. Consequently; we make no representation regarding the sufficiency of the procedure described below either for the purpose for which this report has been requested or for any other purpose.

1. We noted the Board amended its anti-harassment policy at its meeting on November 20, 2012 to include prohibiting harassment, intimidation, or bullying of any student "on a school bus" or by an "electronic act."

We were not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on compliance with the anti-harassment policy. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Board and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Dave Yost".

Dave Yost
Auditor of State

March 25, 2014

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Dave Yost • Auditor of State

BERNE UNION LOCAL SCHOOL DISTRICT

FAIRFIELD COUNTY

CLERK'S CERTIFICATION

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
MAY 13, 2014**